



Casper Soccer Club Blades Policies & Procedures

July 2021

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Casper Soccer Club Competitive Team Rules and Policies

(Promulgated by the CYSL Board of Directors, February 6, 1996) Revised July 2021

The competitive/rec plus teams of the Casper Soccer Club (CSC) consist of the Blades travel teams and the Junior Blades teams. The Blades programs come under the direction, constitution and By-Laws of the CSC. All rules found within these competitive team rules shall be superseded by the CSC Constitution, By-Laws and the CSC Board decisions and complies with the rules and policies of Wyoming Soccer Association (WSA) and US Youth Soccer (USYS) and US Soccer Federation (USSF). The content of this material shall be made available to the players, parents, and volunteers of the CSC organization.

The purpose of the competitive travel team program is to provide a positive, enjoyable experience in an organized competitive team sport. Participation in sports has been proven to build self-esteem, promote teamwork, develop the body as well as the mind and is an integral part of the maturation process. The CSC Blades teams allow for the advancement, development of skills and further the spirit of competition by allowing players to become associated with teams that play in a more competitive setting than the recreational club league offers.

Blades – The Blades teams are formed to allow individuals to participate in competitive team play throughout the US Youth Soccer organization. Blades teams participate in USYS and/or WSA and other USSF sanctioned tournaments, games and events. The Blades teams are traveling competitive teams.

Junior Blades -The Junior Blades is an extension of the recreational program and is considered a *Rec Plus* classification. Teams will be formed at the 8U age group. Please refer to the Junior Blades program guidelines & rules for a complete outline of the Jr Blades program.

Director of Coaching – The Director of Coaching (DOC) and CSC will oversee all activities of the Blades programming and curriculum. The DOC and/or the club director will set tournament participation at the beginning of the soccer year. All practices and travel must be cleared through the DOC prior to participation.

Blades

The CSC Blades goal is to be the finest developing competitive soccer club in Wyoming. The Blades program strives to produce and develop outstanding soccer athletes who demonstrate excellence both individually and in a team environment through their personal commitment to the game of soccer. The Blades program strives to offer the best coaching possible, to develop players' skills to the best of their ability, and to field teams capable of competing at the highest levels of soccer play. The Blades shall promote competitive team soccer in a positive manner; good sportsmanship and team play are taught and required constantly.

A.o.oo Seasonal Year

The seasonal year for the Blades shall begin on August 1 and end July 31 of the following year. The team participation of the players is based on their birth year as set forth by the Standards of Play by USSF, USYS and

WSA. Blades players are expected to be an active member of the Blades team by participating in practices, team development, tournaments, events and league games.

B.0.00 Volunteer Team Staff

B.1.00 HEAD COACH-

The Blades head coach shall be selected annually from written applications/Intent to Coach forms submitted to the DOC. [C.0.00 Coaches Qualifications, Certifications & Guidelines](#)

B.2.00 Assistant Coach(es)-

There can be one head and two assistant coaches per Blades team. Assistant coaches may be appointed by the DOC from a list of possible candidates and/or the age group head coach can offer a list of potential candidates. Final approval from the DOC prior to the team selections and can assist in player evaluation. The assistant coach(es) must submit a “Intent to Coach” form, fill out the volunteer disclosure form to be considered. The Assistant Coach must also have a coach’s card in order to be on the player side of the field. [C.0.00 Coaches Qualifications, Certifications & Guidelines](#)

B.3.00 TEAM MANAGER OR TEAM PARENT –

B.3.01 Qualifications, Certificates & Guidelines

Due to the close proximity to CSC players, WSA requires all Team Managers/Team Parents to submit to the annual volunteer requirements of a background check, concussion training and Safe Sport trained.

B.3.02 Duties

The team manager or parent shall be available to assist the coach in communications, registration of players, tournaments, secure hotel accommodations, travel docs, collect all team accomplishments and submit to CSC social media, etc. The team manager/parent will submit the required team paperwork to the club administrator/registrar. This will allow the coach to concentrate on coaching.

B.4.00 TEAM TREASURER –

B.4.01 Qualifications, Certificates & Guidelines

Due to the close proximity to CSC players, WSA requires all Team Treasurers annual volunteer requirements of a background check, concussion training and Safe Sport trained.

B.4.02 Duties

The team treasurer will maintain the funds and transactions for the team. It is required that the team set up an account specifically for the teams’ funds. The CSC administrator will assist the team in setting up an account and will be in the name of Casper Soccer Club, specific for the team.

The account will be set up with at least the Board Treasurer and the treasurer of the team as a signer on the account. It is suggested that one other person be a signor on the account as well. Bank Statements will be addressed to the Casper Soccer Club’s address. Online banking and debts cards for these accounts are available.

The treasurer will be required to give the team an accounting of the team funds upon a regular basis. The team funds can be used for but not limited to tournament fees, referee fees, equipment, and uniforms. All purchases out of the team account must be team approved. [O.0.00 Donations and Contributions](#)

It may be required by a Blades team to present financial accountability to the CSC Board on an annual basis to ensure compliance with the requirements for a Non-Profit Organization 501(c) (3). Guidelines for the accounts are available.

B. 5.00 PARENT/COACH LIAISON –

A parent appointed by the coach may act as a moderator between the parents & the coach on issues that may arise during a season. The Liaison is to collect the Blades commitment forms from the parents and players, responsible for reminding the parents of the Parent Code of Conduct before, during and after the games, and will also be third party to any coach/parent meeting.

B.5.00 COLLEGE RECRUIT COORDINATOR (U15 & OLDER)–

TBD

B. 6.00 TOURNAMENT COMMITTEE –

A parent from the team is appointed to serve on the tournament committee for the year. The tournament committee will assist in planning and fundraising for the tournaments. They will also be responsible for the task that is assigned to their team for the tournament.

The head coach and the DOC shall determine additional positions that may be necessary for the betterment of the team.

C.o.00 Coaches Qualifications, Certifications & Guidelines

The Blades program has set a goal to provide the best soccer experience possible to players. This goal can only be met by the dedication of experienced, educated, and certified coaches. The Blades require the coaches to improve their levels of certification/training whenever possible and adhere to the curriculum and code of conduct set forth by the CSC. The Coaches Code of Conduct & Pledge and the enforcement of the code of conduct outlined in the CSC Guidelines, Policies and Procedures are the building block of the Blades Coach.

C.1.00 APPLICATION TO COACH

Each potential coach (Head and Assistant(s)) are required to submit an intent to coach and/or resume to the DOC* annually for review & approval. An ‘*Intent to Coach*’ document has been created for this purpose. The documents are to be submitted in May, no later than June 1, and prior to the upcoming season’s player evaluation sessions. All coaches, present or new, will be required to submit an intent to coach form annually. Included in this form is all pertinent information such as coaching experience, licenses, clinic/classes, work with youth and any other information that you feel is necessary for a fair evaluation. This form is to ensure that all coaches have the Blades teams as their first priority. The DOC will conduct coach evaluations on a regular basis to be included in the application to coach. The DOC will evaluate the information and a decision to coach will be made. Additional information will be considered when approving coaches, such as the volunteer disclosure

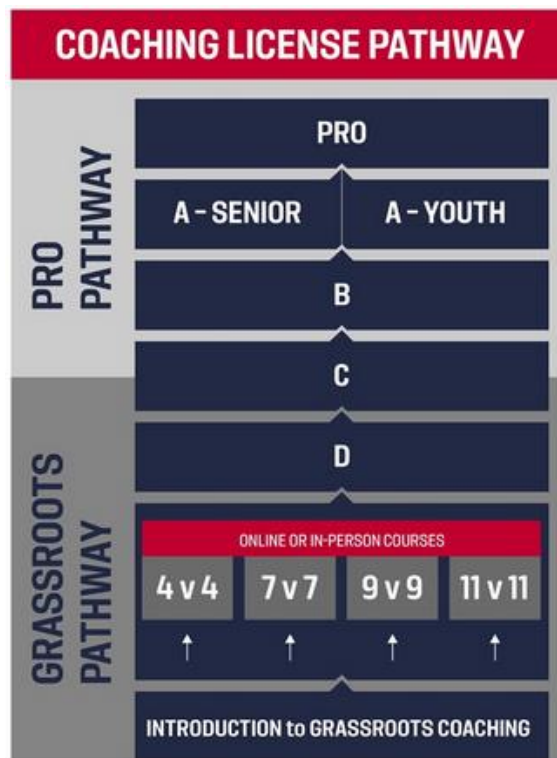
form information, compliments or complaints by parents, referees etc. *(in the absence of a DOC the ED will organize a 3-person committee to review & approve coaches)

C.1.01 SELECTION OF COACHES

The DOC will review the resumes, intent to coach and evaluations and select/appoint the head coach for each proposed Blades team. Assistant coaches will also be assigned. The appointment of the coaches will be presented at the next board of directors meeting. The appointment of the head coaches must be done by early June for the coaches to take their positions for the annual open Player ID sessions. The ‘new’ coaches must not interfere with the present coach (if there is a change), be involved in practices and or tournaments until the season is over. The new coach will take full authority on August 1. Other coach selections shall be made and announced as necessary.

C.1.02 COACHES LICENSES

USFF progression for coaches is the Grassroots Coaching Pathway. The Introduction to Grassroots Coaching Module is the first step for coaches to progress within the coaching pathway and learn about U.S. Soccer's coaching education philosophy. In order to progress to the U.S. Soccer D License course, coaching candidates must hold an E License (which has been replaced by the Grassroots courses), or they can proceed after completing a minimum of two in-person courses (one of which must be the 11v11) and one online course across any of the four levels (4v4, 7v7, 9v9, 11v11). Candidates who previously earned the F License may use that certification to meet their online course requirement for any of the four Grassroots courses. Once the Grassroots License is complete, there is no waiting period before coaches can continue onto the D License.



C.1.02.a Head Coach

The Blades team head coach position must be filled with an “E” licensed or higher coach (PRE USSF-Grassroots Coaching Pathway).

The “Grassroots Coaching Pathway” profile creation, complete the Introduction to Grassroots Module, plus complete ONE online course (starting with 4v4) and attend TWO in person courses license or equivalent is required to be obtained within the first year of coaching a Blades team. Club waivers may be granted to a coach without a license for the first year, as long as they have demonstrated ability to coach and make Every Effort* to obtain a license within the first year of being selected and continuing professional development through coaching education. A normal progression of advanced licensing is expected for the improvement of the organization. Equivalent Coaches diplomas can be obtained through the USC (United Soccer Coaches...formerly the NSCAA).

It is highly recommended and encouraged that all coaches attend a first-aid training course.

C.1.02.b Assistant Coaches

Assistant coaches are encouraged to demonstrate “Every Effort”** in obtaining a USSF GR Coach License.

C.1. 03 GUIDELINES FOR BLADES COACHES

While coaches are expected to do their best to field a winning team, the coaches’ primary goal must be to promote the healthy physical, mental and social development of the players.

C.1.04 CONDUCT:

- Be a leader, set a good example. Promote a healthy environment for the development of the players; physically, mentally & emotionally. Refrain from the use of alcohol, drugs or tobacco in the presence of the players during a USSF, USYS, WSA or a CSC Blades sponsored event. Show pride in the Blades organization.
- Coach by constructive criticism; no foul or abusive language will be tolerated.
- Exhibit enthusiasm and love for the game of soccer.
- Be proficient in the rules of the game.
- Be dedicated to the Blades team and the Blades programs, the Blades team will be their primary team.
- Include all team players in practice activities – players ***will*** receive equal practice opportunities.
- Coaching from the sidelines, i.e. giving direction to one’s own team on points of strategy and position is permitted provided that:
 - No mechanical, electrical or other devices are used to amplify the voice.
 - No person, coach, player, or spectator is to use profanity or incite, in any manner, disruptive behavior of any kind, make derogatory remarks or gestures to the referees, linesmen, players, substitutes, coaches or spectators.
 - No coach, substitute coach or spectator is to discuss any negative aspects of another coach, player, or referee etc., in front of any players.
- Coaches are responsible for the actions of his/her sidelines (team, parents & spectators).
- Players are always supervised.
- Coaches should never be alone with any one player.
- Players must have access to water and restrooms.
- Coaches must obtain and keep medical release forms for all players at all practices and games.

* “Every Effort” is defined as 1) completing USSF Profile within two weeks of team assignment; 2) completing the Introduction to Grassroots Module within one month of team assignment; 3) completing one online course module (must pertain to age group coach is coaching) in three months of team assignment; 4) completing two in person courses, one of which must be 11v11, within six months to one year of team assignment (based on WSA and USSF course schedule)

****“Every Effort” is defined as 1) completing USSF Profile within two weeks of team assignment; 2) completing the Introduction to Grassroots Module within one month of team assignment; 3) completing one online course module (must pertain to age group coach is coaching) in three months of team assignment)*

C.1.05 COACH RESPONSIBILITIES TO PARENTS, PLAYERS AND CSC

- Know and implement the rules and guidelines of the Blades program as well as the rules, guidelines and procedures of WSA/USYS and any tournament or event that the team attends.
- Know, implement and adhere to the curriculum set forth by the CSC.
- Conduct parent meetings on a regular basis and utilize electronic communication (email/text) to ensure excellent communication.
- Start and end practices on time and come to practices and games prepared to coach.
- Set team policy that will coincide with the Blades Culture and handle internal disciplinary decisions. This includes playing time of individual players. Players may not receive equal playing time in games but will receive equal playing time in practice.
- All disciplinary actions will be reviewed by the DOC, and/or a disciplinary committee and can be appealed according to guidelines to the CSC board of directors and then WSA and USYS rules and laws of the game.
- Treat each player as an individual with respect and *develop* the players’ ability to deal with high pressure, success, defeat, and emphasize cooperation and shared responsibilities.
- Never discuss potential player movement or placement on a team with players or parents, before consulting with the Club DOC, and/or the age group coaching staff.

In matters that are not outlined above, the CSC and the DOC reserve the right to review and advise on appropriate behavior or interaction between players, parents, referees and spectators. A violation of these guidelines may result in disciplinary action, including being placed in Performance Improvement Program (PIP) and/or expulsion from the CSC organization.

D.o.oo Safety

Safety is our first priority, and everyone shares in the responsibility for ensuring the health and well-being of our children.

D.1.01 RISK MANAGEMENT

Casper Soccer Club is committed to providing a safe environment for its members and participants, and to preventing abusive conduct in any form. Every member of this organization is responsible for protecting our participants and ensuring their safety and well-being while involved in sponsored activities. All Coaches and Staff who are directly involved in children’s activity are required to complete the risk management requirements. We encourage parents to become as active as possible in sponsored activities, games, practices, and other events. The more the parents are involved, the less likely it is for abusive situations to develop. To aid in providing a safe environment for our players, participants, and staff, we appoint all coaches, officials, and volunteers--and anyone else affiliated with our organization--as protection advocates. Every member of this organization is

responsible for reporting any case of questionable conduct or alleged mistreatment toward our members by any coach, official, volunteer, player, parent, sibling, or spectator.

D.1.02 PERSONAL LIABILITY AND MEDICAL

The Casper Soccer Club is provided liability, secondary accidental/medical insurance coverage through the Wyoming Soccer Association (WSA). The coverage is secondary and does not meet the requirements of health coverage under the Affordable Care Act. Review and consult your personal insurance plan.

D.1.03 VOLUNTEER DISCLOSURE INFORMATION

USYS, WSA and CSC require the Volunteer Disclosure Information for all coaches and volunteers of the CSC. The information is necessary for the protection of the organization, its members and players by allowing the procurement of consumer reports and education requirements. It shall be filled out, submitted, and updated per WSA guidelines. Information will be provided on how to complete the background check in your online coach profile. **All adult volunteers, coaches and administrators shall register with the CSC and are required to fill out the VDS.**

D.1.04 CONCUSSION MANAGEMENT

USYS, WSA and the CSC require a concussion information course for all coaches. The education course is available through the on-line coach profile access. It shall be completed per WSA guidelines. Information will be provided on how to access and complete the course.

D.1.05 SAFE SPORT

USYS and WSA will provide the requirements needed for Safe Sport.

D.1.06 ANIMALS

For the safety and health of all players, coaches, officials, and spectators, no animals are permitted on or around any field used for practices or games.

D.1.07 WEATHER

Casper Soccer Club will provide a safe training environment based on current and/or forecasted weather conditions. The proximity of lightning will be a contributing factor to training being postponed or canceled, all players and parents must go to their cars immediately and wait for CSC notification.

Every effort is made to hold practices and games as scheduled. In the event of inclement weather, the following procedures will be used:

CSC will update teams and players within our club about possible cancellations via one of the following three methods.

- Team App
- Email from coach/manager
- Social Media (Facebook)

A decision to close the practice fields is made daily as soon as field info is known; weather at 4pm may not be the same at 5pm, or 8pm, sometimes resulting in a later notification.

D.1.o8 APPROPRIATE BEHAVIOR GUIDELINES

All members of this organization, as well as parents, spectators, and other invitees, are expected to observe and adhere to these guidelines.

- Abuse of any kind is not permitted within our organization. This means we do not tolerate physical, sexual, emotional, or verbal abuse or misconduct from our players, coaches, officials, volunteers, parents, or spectators.
- Physical and sexual abuse, including, but not limited to, striking, hitting, kicking, biting, indecent or wanton gesturing, lewd remarks, indecent exposure, unwanted physical conduct, any form of sexual conduct or inappropriate touching, are strictly prohibited within our organization.
- Adults and others in positions of authority must be aware that physical contact can be misinterpreted. Physical contact should be limited to that necessary to teach a skill, treat an injury, or console or congratulate a player. Physical intimidation, punishment, or threatening a player with physical harm are not appropriate behaviors and will not be tolerated. However, reasonably requiring players to do push-ups, running, or the like for misbehavior would not likely be considered inappropriate.
- To further protect our youth participants, as well as CSC coaches, officials, and volunteers, we strongly advise that no adult allow him/herself to be alone with a child or with any group of children during sponsored activities.
- Furthermore, we recommend all CSC staff and/or other adult members of the Casper Soccer Club to avoid such situations as listed below:
 - Do not drive alone in a vehicle with a child participant, other than his or her own child, without permission from the other child's parent or guardian, except when required by medical or another emergency.
 - Do not take a child alone to a locker room, bathroom, or any other private room.
 - Do not provide one-on-one training or individual coaching unless another adult is present.
 - Have all conversations with youth participants within view of others, on the field, not in a private location or office.
 - Do not socialize individually with youth participants outside of team or league- sponsored or parent-approved activities.
 - Emotional abuse or verbal abuse is also prohibited. These include, but are not limited to, such forms of abuse as: Insulting, threatening, mocking, demeaning behavior, or making abusive statements in regard to a person's race, gender, religion, nationality/ethnicity, sexual orientation, or age.
 - Offensive or vulgar language, to include name-calling or harassment of a player, coach, official, or spectator, by adults or children, is unacceptable. CSC events, including games and practices, should be family-oriented events. Adults should model positive communication skills.
 - Language that is denigrating in nature, content, or tone or refers to one's gender, race, national origin, disability, sexual orientation, or religion in a denigrating or negative manner is not acceptable.

- Inappropriate language or threatening language used toward an official, coach, player, parent, or spectator may be grounds for removal from a game or the premises or both.
- No player, coach, official, parent, or any spectator will use alcohol, illegal drugs, or tobacco products at any field during any event in which CSC is a participant.

D.1.09 MISCONDUCT DISCOVERED WHILE AFFILIATED WITH CASPER SOCCER CLUB

CSC will respond quickly to any and all allegations of abuse or misconduct within this organization. In the event that any member learns of an allegation that could potentially disqualify a currently serving coach, trainer, administrator, or other volunteer from further participation in CSC activities, that allegation must be reported immediately to the CSC staff or Board of Directors who will consult with the Rules and Discipline Committee. The alleged offender will be notified of such allegations promptly. Any person accused of misconduct that would result in disqualification from participation in CSC activities, or who engages in inappropriate behavior, will be suspended by CSC until the matter is resolved.

D.1.09.a Types of Discipline & Sanctions

- **Coaches' Sanctions:** Coaches, as representatives of the Casper Soccer Club Program, are expected to conduct themselves in accordance with the Code of Conduct in such areas as comportsment, behavior, speech, and action, as well as to follow all the rules and regulations of the CSC Program as outlined in the Blades Rules Manual. If coaches do not conform to these expectations, then the Club has the right and duty to impose sanctions. Such sanctions may include but are not limited to forfeiture of game(s), suspension, or dismissal from the Casper Soccer Club Program.

D.1.10 RULES AND DISCIPLINE COMMITTEE

The Rules and Discipline (R&D) Committee operates under the guiding principle that the safety, welfare, and moral development of the youth participating in activities sponsored by CSC depend to a great extent on the ethics, integrity, and trustworthiness of the officers, managers, coaches and other CSC volunteers and affiliates.

- One of the purposes of the R&D Committee is to conduct hearings to determine and enforce sanctions, beyond those issued by referees, for violations of the Laws of the Game or for violations of CSC rules and policies.
- The R&D Committee has the right to impose sanctions on players, coaches, parents, spectators, and teams in CSC who engage in misconduct.
- The decisions of the R&D Committee may be appealed to the Board of Directors.
- Any team (coach, assistant coach, players, parents, or spectators) showing continuous disregard for the spirit of fair play and conduct may be instructed to appear before the R&D Committee. The purpose of this hearing would be to determine the circumstances surrounding the incident(s) in question, the corrective measures the team proposes to take, and whether penalties against the team are in the best interest of the Club.
- For continued significant misconduct, and when no resolution for acceptable conduct can be achieved, the CSC Board of Directors, upon recommendation of the R&D chair, will not allow the team to continue playing CSC games.

D.1.11 APPEAL

Persons who are barred, disqualified, or suspended from CSC activities may appeal to the Board of Directors. After considering all of the evidence, to include recommendations of the Executive Director, Director of Coaching and Rules and Discipline Committee, the Board of Directors may, upon unanimous vote, grant the appeal and allow full participation in CSC activities. The Board of Directors decision will be binding.

Any decision may be appealed to WSA and USYS at the discretion of the individual(s).

D.1.12 REINSTATEMENT

A person who is accused but later cleared of charges may apply to be reinstated. Reinstatement is not a right, and no guarantee is made that he or she will be reinstated to his/her former position. In the event reinstatement is denied by the Rules and Discipline Committee, the affected party may appeal to the Board of Directors for reinstatement. A unanimous vote of the Board of Directors is required for reinstatement. The Board of Directors decision will be final.

E.o.oo Player Identification. Selection, Age Group Definitions & Team Formation

E.1.oo PLAYER IDENTIFICATION/SELECTION (START OF SEASONAL YEAR)

Full, open player evaluations for all Blades teams will be held once a year, at a date(s) set by the CSC Staff & Board, between May 31st and July 15th. The dates and evaluations will comply with the WSA/USYS registration rules. The Blades player evaluations will be conducted by the coaches under the direction of the DOC and with the help of CSC staff.

Dates for evaluations will be publicized by available media, within reason, to reach as many potential players as possible.

All players will be evaluated including those who were already rostered on a team in the previous season.

All players (parents) will sign in for evaluations; this provides the coach with needed player and contact information.

Each player will be evaluated based on criteria determined by the DOC prior to the evaluation date and must be age appropriate. Additional documentation and registration will be required upon selection of the teams.

If a player is unable to attend the evaluations, a written/email notification by the parents need to be given to the registrar or the head coach prior to the evaluations and arrangements will be made to accommodate the player if possible. Additional evaluation sessions may be necessary for final selection of players for team placement and are at the discretion of the DOC/coaching staff.

All players will be evaluated by the same standards (commitment, skill, attitude, ability, coachability, attendance to practice, etc.).

E.1.01 PLAYER IDENTIFICATION/SELECTION (MID-SEASON)

CSC recognizes the need for mid-season ID/selection of new players due to several factors (relocation to area, new found interest in higher level training and competition, etc....). For this reason, the following policy has been developed to aid in this:

E.1.01.a Parent Initiated Contact

- Upon initial contact from family as to their desire to learn more information, join the Casper Soccer Club, the DOC will follow up with family. The purpose is to welcome and gain more information... (birth year, gender, reason for inquiry, etc....)
- After this follow-up, if interest to join remains, an email will go to the appropriate age group/gender coaches. Those coaches will be expected to follow up with the family to share more information.
 - It is highly encouraged to invite the player to a training session, so an evaluation can be made, meet the player and parents.
- Coaches will be given the autonomy in deciding how best to move forward.
- While CSC believes everyone should have a place to play and will work diligently to accommodate new players, during this process, coaches must consider many factors before extending an invite to join. These factors include, but not limited to:
 - Present player numbers, team chemistry, which team is new player evaluated, will there be a “trickle” down effect if players move from one team to another to accommodate, etc....

E.1.01.b Club/Coach Initiated Contact

When a coach from CSC makes initial contact with a potential player, specific information must be gathered before starting any process to register the NEW player.

Required Info:

- Date of Birth...confirm the player is correct birth year for your team.
- Explain club/team fees, training commitments, travel schedule, etc....
- Confirm the players family understands all information and then gauge interest. If family/player are still interested, can commit, then pass all contact info to Executive Director, and Director of Coaching.

E.1.02 SELECTION OF PLAYERS

The CSC Blades Programs will accommodate three (possible four) designations of players when possible – Blades Elite (U15+) Player, Blades (U10-U14), Blades Jr. (Rec. Plus U8) Player and the Blades Recreational Player (U4-U18). At the time of team selection, coaches/DOC will designate players as a Blades Elite, Blades, Blades Jr. (*RecPlus*) or Blades Recreational based on the evaluations. It may be that a player is better suited to the Rec. Plus or Rec player designation to continue his or her development.

If there are more than enough designated Blades players *and coaches* to form more than one team in an age group, the teams will be called the Blades Red, Black White, and Gray (4th) Teams.

CSC teams will be referred to as Blades followed by gender and designated birth year of the team. (i.e. Blades Boys 02/03-Red).

- The Red team will consist of those players determined by the coach (s) and DOC to be of the ability to make the Red team as competitive as possible (Gold or higher) without compromising the overall program.
- The Black team will consist of those players determined by the coach (s) and DOC to be of the ability to make the Black team as competitive as possible (Silver) without compromising the overall program.
- The White team will consist of those players determined by the coach (s) and DOC to be of the ability to make the White team as competitive as possible (Bronze) without compromising the overall program.
- The Gray team will consist of those players determined by the coach(s) and DOC to be of the ability to make the Gray team as competitive as possible (Bronze or lower) without compromising the overall program.

Player selection may be determined by commitment, skill, attitude, ability, coachability, attendance to practice, etc.

The Red, Black, White, and Gray teams will practice separately in keeping with the needs of that level team, while also recognizing the overall needs of the age group, teamwork and evaluations which training together provide in an ability-based practice program.

Teams will participate in their appropriate level in tournaments.

- Red = Gold or Higher
- Black = Silver
- White = Bronze
- Gray = Bronze or lower

All Players must be notified within 10 days of selection of teams.

Notification of player selection will be provided to the CSC registrar for the collection of fees and the necessary player data for submission to WSA prior to the new season beginning August 1st. All player registration and roster requirements will comply with WSA and USYS rules and procedures.

E.1.03 AGE GROUP DEFINITIONS

Following Player evaluations/identification, players shall be assigned to a team in the appropriate age group as defined by the USYS/WSA guidelines and approved by the CSC Board. In certain/rare cases it may be in the best interest of the player to be playing with the age group up and will be based on the recommendation and approval of the DOC. No player may play out of their respective age group without following the procedures in [F.0.00 CSC Play Up Policy](#)

The DOC will make a formal recommendation to the CSC Board for final approval prior to the beginning of the season.

E.1.03.a Age Groups Use USSF / USYS Age Group Designation

The Casper Soccer Club and all agents of CSC will use the USSF/USYS designation U before age group designation when referring to their teams.

E.1.04 TEAM FORMATION

Teams will be formed starting at the U9/10 age group up to the U19 age group if players and coaches are available. Ideally teams will be formed based on single gender and age group guidelines of USSF/US Youth Soccer/WSA. In extraordinary cases, teams can be formed as co-ed using age group guidelines set forth by USSF/USYS/WSA.

The CSC Board based on the recommendations of the DOC must approve any deviation from the guidelines for teams.

E.1.04.a U9/U10 Teams

Coaches will be selected as needed to accommodate the number of players.

For the majority of events attending, the U9/U10 teams will play 7v7 format as outline by the USSF/USYS standards of Play guidelines, so the ideal roster size for each team is 9-12 players with the maximum roster size of 13 per WSA Standards.

Teams will be determined by the *Player Selection Criteria*. The Red team will be the “Gold/Silver” team and the Black team will be the “Silver/Bronze” team and if needed the White team will be the “Bronze” team and will register the team in the corresponding levels at tournaments. The White team may also be the “Rec Plus team” for this age group depending on player participation.

Teams within the same age groups will practice separately in keeping with the needs of that level team. Teams are also encouraged to train together in a group training environment once a week or every two weeks, recognizing the overall needs of the age group, teamwork and evaluations which training together provide in an ability-based practice program.

All players will participate in the practices during designated fall & spring sessions as outlined by the DOC and the club programs. This will accommodate ability-based training sessions on a regular basis for all players.

U9/U10 players will not be eligible to play up (be rostered on a U11/12 team).

See appendix A for explanation/clarification

E.1.04.b U11 to U14 Teams

U11 and up to U14 teams will play as single gender teams, except in extraordinary circumstances where co-ed is beneficial to players and CSC, in the designated age divisions as defined by the Casper Soccer Club based on the standards set by USSF/USYS/WSA.

Each team will have a head coach and at least one assistant coach. Coaches will be selected as needed to accommodate the number of players.

Teams within the same age groups will practice separately in keeping with the needs of that level team. Teams are also encouraged to train together in a group training environment once a week or every two weeks, recognizing the overall needs of the age group, teamwork and evaluations which training together provide in an ability-based practice program.

All players will participate in the practices during designated fall & spring sessions as outlined by the DOC and the club programs. This will accommodate ability-based training sessions on a regular basis for all players.

The DOC will assist practices when necessary.

F.o.oo CSC Play Up Policy

Many factors are present in determining a player's ability to "Play Up" out of their chronological age. Most ID / Evaluation is subjective with one coach viewing a player very differently from another coach on any given day.

CSC and our staff realize that any decision regarding a child playing up an age should be based on what is best for the child and looked at on an individual case by case situation. None of us coach a sport, rather we coach a person, and thus every decision is an individual one.

Two factors to consider are:

- Chronological Age: Actual age of the player
- Developmental Age: The age at which children function emotionally, physically, cognitively and socially.

More factors the Casper Soccer Club will consider in evaluating a player to "Play Up" or if the player should remain playing up:

- A child is developmentally (physically) ahead of his or her peers and tends to rely on physicality rather than technique or thought to have success. This player should be challenged by teammates and opponents who are physical equals.
 - Caution: This child may be socially and cognitively behind, and thus exposed to situations that he/she should not be maturity wise. Some kids struggle with tactical development and understanding the movement and interaction of players. Some are not physically ready to perform certain tasks even though they are big.
- A child is developmentally (technically and tactically) so far ahead of their peer group that there is no challenge. This child should be given the opportunity to play against players with the same technical ability, so he/she is challenged to perform at a higher speed of thought and action.
 - Caution: If the physical differences are such that a technically gifted child stops playing the game the right way (i.e. is afraid to dribble or shoot, stops playing confidently) the situation

should be re-evaluated. Many players struggle with the physical disadvantage and can develop bad habits.

- When starting to play up, players should be eased into the situation. The speed of play at an older age can significantly ramp up the training and playing load on an athlete. Even if they practice and play the same number of minutes, overuse injuries can happen.

CSC agrees that only in exceptional circumstances, all players are better served in development by following the USSF / USYS guidelines by playing in their chronological birth year. When it comes to athletic development, the only sufficient reasons for allowing children to play up an age full-time are based on technical, tactical and developmental criterion, and not on the whims or dreams of the child's parents.

F.1.01 PLAYERS PLAYING OUT OF THEIR RESPECTIVE CHRONOLOGICAL AGE GROUP (PLAYING UP)

It is the policy of CSC to roster players in their chronological age divisions. It is recommended that a player, who shows the interest to participate in the practice up program and, with the permission of coaches and DOC, guest play up when available without displacing a rostered player on the team. In certain/rare cases, it may be in the best interest of a player to be rostered and officially play with the age group up. Only TRUE U12 and older players may be considered for playing up to the next age group under certain circumstances, which may include but not limited to, school grade, physical size, ability, etc.

NO U11 player may play up to a U13/14 team based on the USYS and WSA guidelines.

All parties involved should give considerable thought before a recommendation or request is made for a player to play up. Again, any player cannot be rostered out of his or her appropriate age group without a formal recommendation from the DOC and board approval and only in rare cases. An additional waiver and release of liability form is required when playing up 3 years or more.

F.1.01 PLAYER MOVEMENT/PLAY UP CRITERIA

Step 1: The player seeking to "Play Up" will fill out a questionnaire. Each question will be answered using a Rating Scale of 1-5 (Least to Greatest). Once complete, the DOC will review the replies to determine reasoning player seeks to "Play Up".

Step 2: The DOC along with coaches in players Chronological Age Group and Older Age Group will review a mixture of Objective Criteria & Subjective Criteria:

- Objective:
 - Physically (size, speed) / Mentally (shows the commitment, athletic thinking)
 - Plays State ODP? (for players U12 and older)
 - Top 3 of current age team / age group? (Ex....a BU12 player who is in the Top 3 on the BU12 Black team is clearly not a Top 3 player in the age group)
 - Top 11 (starter) of players for the older team seeking to play with? (Ex... a GU14 Red player meeting other criteria is thought to be a Top 11 (starter) for GU15/16 team, would be eligible to play up)
- Subjective Criteria:
 - Technical Competence: Execute basic soccer techniques with skill and confidence.

- Tactical Understanding: Knows basic concepts of Principles of Play in Attacking and Defending
- Is it socially beneficial:
- How does it help/hurt the team player will be leaving / joining?
- **Desire to Play-Up** – The player, not the parents, should have the desire to play up and can answer the question truthfully.
- **Game Performance** – The level of game play, is it too high or too low?
- **Training Habits** – The player demonstrates his or her commitment level, intensity and excitement during training.
- **Players Best Interest** – The player must be considered and have the ability to meet the expectations of playing up.
- **Teams Best Interest** – The interests of the teams involved also need to be considered. The “health” of the current age team and the age up team must be considered. The possibility of displaced players needs to be considered as well.

F.1.02 PLAY UP PROCESS

The process of determining if a player is eligible to play up begins with a recommendation by a Head Coach, DOC or a parent prior to Player ID/evaluations by the DOC and coaching staff. The process will begin by contacting the DOC and will proceed according to the following procedure.

F.1.02.a Start of Seasonal Year Play Up Request

- The player, parents and present age group coach of the player will complete the “Age Division Exception” form prior to Tryout / Player ID held between May 31st & July 15th for the next season.
 - This form can be turned in between May 1 and ten (10) days before the first night of tryouts/Player ID.
- The player will participate in the first night of tryouts with their appropriate age group for evaluation as defined by the Birth Year of the player.
- The player will participate in the second night of tryouts with the older age group for evaluation as defined by the “Age Division Exception” form.
- The player will participate in the third night of tryouts with the age group they are evaluated as being the best fit.
- If the play up request is from U12 (9v9) to > U13 (11v11), approval of the DOC is required to participate in the Tryouts / Player ID.

F.1.02.b Mid-Season Play Up Request

- All Mid-Season “Play Up” will only be initiated by the players’ coach or Director of Coaching.

Any attempt to circumvent this process by a coach or parent for team or personal benefit will not be tolerated and may be subject to discipline procedures.

G.o.00 Blades Club Fees, Non-Current Status, Team Fees, Financial Aid

The CSC Board will determine the annual fees for the Blades teams and programs. The annual fee includes but is not limited to the cost of WSA membership, cards, insurance fees, city fees, CSC membership fees, equipment, nets and field striping.

G.1.00 BLADES CLUB FEES

Players are required to pay the Blades fee as outlined in the registration for the new season based on due dates set forth by the CSC board (start of the season is June 1st for U15+ & Aug. 1st for < U14).

G.1.01 NON-CURRENT STATUS

Delay in payment will delay the issue of USYS membership cards and team rosters and may result in late charges. Special arrangements may be considered in extenuating circumstances. Any player who is not current in their CSC/Blades fees is prohibited from participating in any practices, team trips, games/tournaments or other activities of the CSC.

G.1.02 TEAM FEES

Tournament fees, travel applications, WSA State League fees and referee fees associated with league games are the responsibility of each team/player. The team determines the tournaments/events that they will attend from the list of recommended events from the DOC. These fees need to be divided up equally among all the rostered players. Fees must be paid to the team in a timely manner in order for the entry fees for the event to be submitted by the due date. Additional fees may include equipment cost. On average most tournament fees are due 30 to 40 days prior to the event.

It may be required by a Blades team to present financial accountability to the CSC Board on an annual basis to ensure compliance with the requirements for a Non-Profit Organization 501(c) (3).

G.1.03 FINANCIAL AID

Financial aid is available to any player based on financial need. Financial aid is provided by waiving a portion of a player's annual Blades fees. No monetary payments will be made to a player. Financial aid will not be used as a recruiting inducement or as a reward for stellar play. All requests for financial aid will be presented to a financial aid committee and will be handled discreetly. An application from the player and/or parents of the player must be submitted to the CSC administrator by the published request date to be considered by the financial aid committee. Additional information may be requested by the financial aid committee before a decision is made. The committee will have 10 days after the due date to make a decision on the request for financial aid. Those requesting financial aid are required to volunteer their time during CSC sponsored events *in addition to team duties*, to fulfill the scholarship requirements and perform other needed club duties throughout the year. Volunteer hours equal a certain dollar amount of the scholarship.

H.o.oo Uniforms

The CSC is dedicated to the appearance of unified Blades teams; therefore, it is extremely important that the Blades teams be recognized by their colors and uniforms. Each Blades player is required to purchase the club uniform package and information is available from club administrator/or team representative as to where to purchase the official uniform, which will be purchased directly from the contracted vendor.

The colors of the Blades teams are Red, Black and White.

The CSC Board will determine the official club uniform(s) with consideration given to cost, supply and durability of the uniform.

Required uniform is Two (2) Jerseys (Red and White); Two (2) shorts (Black & Red); Two (2) pairs of socks (Red & White) and an optional practice jersey.

Additional items, such as Blades wear, team bags, and warm-ups add to the appearance of a unified Blades team but not required. Additional and equipment will be available from a specific vendor.

H.1.00 PROHIBITED ITEMS

Any item which may constitute a potential danger to the player(s) will not be worn.

- Watches, necklaces, rings, bracelets, earrings, unzipped jackets, hats, hoods, barrettes, any metal or hard objects worn in hair, or other items that constitute a potential danger to the player and/or any other player shall not be worn. Taping over ear studs is specifically not permitted. Medical alert and religious jewelry may be worn if made sufficiently safe to the satisfaction of the referee, such as by taping to the body.
- Except for that approved for the goalkeeper (hat with bill made of slow recovery foam), headgear shall not be worn on the playing field. EXCEPTION: Headwear worn in accordance with religious beliefs and customs is exempted.
- If a player is wearing a cast, splint, or other hard material, he/she may not participate in games without appropriate padding or covering as determined at game time by the referee. Padding should be one or two layers of slow-recovery foam taped over the cast. Players with a soft cast, cloth brace, or similar item wrapped with soft material may play at the discretion of the referee.
- In judging the suitability or safety of a player's uniform and equipment, the referee has the final decision.

H.2.00 CSC LOGO

The Casper Soccer Club Blades logos belong to the CSC and cannot be used without the consent of the CSC Board. Uniformity and team image of both the teams and the CSC will be maintained.

No Casper Soccer Club team will be allowed to self-produce Casper Soccer Club branded apparel at any time without the approval of the CSC BOD.

Any Reproduction of the Casper Soccer Club logo is strictly prohibited, unless consent has been given by the CSC administration.

I.0.00 Team Equipment

Each Blades team is provided with the following equipment:

- Medical or Basic First Aid Kit
- One new Game Ball per season
- Practice Balls & equipment –based on availability

J.0.00 Guest Players and Guest Playing

Borrowing players from other teams for games and tournaments, commonly referred to as “Guest Playing,” is commonplace in youth soccer. Unfortunately, this occurs many times between two different clubs at the expense of existing players within a club/team who would benefit by the experience and is also used by some teams as a form of recruiting players from one club to another. The Wyoming Soccer Association Policies & Procedures are to be followed regarding guest playing plus the policies of CSC which are over and above the WSA requirements. This guideline should be followed even between two CSC teams. Guest playing without the consent of the player’s CSC coach may result in disciplinary action. CSC not only allows but encourages its coaches and teams to allow guest playing within its own club (i.e. a Blades ’06 player guest playing for the Blades ’04 team).

J.1.00 GUEST PLAYING WITHIN CSC

Occasionally a Blades team requires additional players to fill their roster for tournament play due to player injuries, vacations or other absences. It is the intention of the organization to fill these positions with registered CSC (Blades, Rec Plus or CSC rec) players whenever possible. When that is not possible, the CSC will allow the use of other guest players if the following criteria are met. Guest player(s):

- Will be used to supplement the rostered players and not replace the attending rostered players.
- Must have a valid USYS membership and have access to a USYS member card.
- Must meet age requirements for the team.
- Will provide the required medical/travel release forms from the parents.
- Will provide the guest player form &/or travel papers from his/her club association/coach.
- Will first commit to his/her original club team.
- Must read the Blade’s objectives and guidelines and sign the player’s commitment form.

J.1.01 GUEST PLAYING OUTSIDE CSC (BLADES PLAYER / BLADES COACH REQUESTING)

On occasion a Blades player will be asked to guest play on another team from another club or a Blades coach will request a guest player from another club. Below are the guidelines for such situations.

J.1.01.a Another Club Requesting a Blades Player

All Blades players must comply with the following criteria:

- If a player or parent is contacted by another coach to guest play, the player or parent will notify their CSC coach.
- Team requesting a guest player from CSC must be a valid USYS member
- If there is a conflict, the CSC Blades player being requested will first commit to his/her Blades team.
- Players may only participate on tournament teams as secondary players
- Players must be in good standing with the CSC

Steps to Guest Play with Another Club Requesting a Blades Player

1. The requesting team coach/DOC must **email** in advance the Blades coach, and CSC DOC (doc@caspersoccerclub.com) an request to obtain the guest player/s.
2. The Blades Coach will contact the parents of the player(s) the requesting club is asking to guest play.

3. If all criteria are met, all parties will request and provide the required paperwork to guest play with another team or participate on a tournament team.
4. The CSC DOC has final decisions on all Guest Playing requests.

J.1.01.b Blades Coach Requesting Non-Blades Affiliated Player

The CSC administration understands it is occasionally necessary to request guest players for a team. (i.e. Injuries, school obligations, three or less substitutes, etc.) The Blades coach will first request a guest player from within CSC; i.e. from a team within the same age/gender group or younger-or a recplus/alternate player. If all resources within CSC have been exhausted, the process to request guest players from other clubs must comply with the following criteria:

- The request must be submitted to the Club DOC/coach of the potential guest player.
- The potential guest player must be a valid USYS member.
- If there is a conflict, the potential guest player will first commit to his/her club team.
- The use of guest players must comply with the rules & policies of the competition being attended
- The CSC coach must then consult the DOC for final approval.

Steps to request guest players from another club

1. The Blades coach must email (include the CSC DOC) the opposing coach/DOC/President stating their situation and requesting a need for guest players from their club.
2. If all criteria are met and the opposing club is fine with the request, all parties will request and provide the required paperwork to guest play with another team or participate on a tournament team.
3. The CSC DOC has final decisions on all Guest Playing requests.

J.1.01.c Guest Players for WSA Events

WSA State League Games and tournaments have rules pertaining to guest players. The coaches must verify those requirements prior to implementing the use of guest players in any event. The Blades coach must communicate with the player's current coach and parent to arrange the opportunity to guest play.

K.o.00 Blades Team Event Participation

K.1.00 CASPER SC EVENTS

All Blades teams are required to participate in *ALL CSC hosted events* and will be assigned team duties.

K.1.01 NON-CASPER SC EVENTS

The DOC will provide a seasonal list of recommended tournaments/events for the Blades teams to attend. Blades teams are not limited to the number of events attending but the goal or reason for attending the events will be reviewed with the DOC. The number and location of the tournaments is primarily limited by the parents and coaches of each team.

Blades team are strongly encouraged to attend WSA sanctioned events within the State of Wyoming whenever possible.

K.1.02 WYOMING SA EVENTS (STATE LEAGUE / STATE CUP)

All eligible Blades teams are strongly encouraged to represent CSC in the Wyoming Cup, a WSA state wide sponsored event.

K.1.02.a Wyoming Soccer Association State League

WSA offers WY League State games in the fall and spring seasons. The Blades teams are expected to participate in WY League. If a team is expecting to participate in the Wyoming Cup, that team must participate in games as outlined in the rules and procedures for participation in the Wyoming Cup. Teams must comply with WSA State League game rules and procedures.

K.1.02.b Wyoming State Cup

K.1.03. REGION IV AND NATIONAL EVENTS

All eligible Blades teams having advanced to represent WSA and CSC are expected to attend all Region IV and National events

K.1.03.a Region IV

K.1.03.b National Events

L.0.00 Code of Conduct and Sanctions for Players

Good sportsmanship and team play are mandatory and are required constantly. Poor sportsmanship and selfish play will not be tolerated. Winning is not an acceptable justification for poor sportsmanship.

L.1.00 CODE OF CONDUCT-PLAYERS

The following standards are established by CSC to govern the behavior of Blades soccer players before, during and after soccer matches and practices, including, but not limited to:

- No foul or abusive language directed towards other players, referees, coaches or fans will be tolerated.
- No unsportsmanlike conduct will be tolerated, on or off the field.
- Do not criticize teammates – compliment and support each other.
- Respect the rights and property of others
 - Including any fields that we play on by not leaving litter behind.
- Substance abuse and/or possession thereof (drugs, alcohol, and/or tobacco) is cause for immediate dismissal from the program for the remainder of the current season.
- Bring proper equipment and attire to all practices and games.
- Be on time for practices and games.
- Show loyalty and commitment to your coach and your teammates.
- Be an active participant of the Blades program by regularly attending games and practices.
- The Blades team is the player's primary team, tournament teams are secondary.

- Take pride in your appearance as a Blade player and of your uniform.
 - Wear a regulation uniform –as defined by the CSC Board.
 - Uniforms should only be worn for games.
 - Be clean and presentable for games.
 - Boxer shorts and sports bras are not to be visible from under the uniform.
 - Jerseys are to be tucked in at the beginning of each game.
 - Shin guards are required.
 - Socks are to be worn pulled up and over the shin guards.

The Blades Commitment Form is included in the online registration process and is electronically signed at registration. The [Blades Commitment Form](#) is available by clicking the link and in paper form upon request.

L.1.01 PLAYERS SANCTIONS

If a player is unruly or presents persistent problems for a coach and will not respond to the coach’s request to behave in an appropriate manner, the player is subject to disciplinary actions imposed by the coach and/or DOC if any of the items in the Code of Conduct are not followed.

The following steps will be followed:

- Step 1 – Verbal Warning
- Step 2 – Meeting with Coach, DOC, parents and player
- Step 3 – Game Suspension
- Step 4 – Season Suspension

The decision may also include follow up meetings and or observation as to the probation period, before the incident is resolved and reinstatement can occur. The probation period may include restrictions while continuing to participate.

L.1.01.a Other Possible Disciplinary Actions

During and from the steps outlined above, other possible actions may be taken such as:

- Coach can insist that the player's parent/guardian attend practices and games.
- If the problem is severe, the coach can restrict the player from practicing or playing in a game.

Coaches taking such action must inform the Executive Director, the Director of Coaching, and the player's parent/guardian before taking the action, or when that is not possible, within 24 hours of taking action.

Any incidents of violent conduct, serious foul play, cautions, sending-offs, or other violations of the Code of Conduct will be reviewed to determine if additional penalties should be imposed, to include suspension or dismissal from the Casper SC Program.

L.1.02 CONDUCT DURING TEAM TRAVEL - PLAYERS

While on any club-sponsored trip away, a player is subject to immediate suspension from the team for the remainder of the trip if the player’s misconduct or misbehavior, at the sole discretion of the club or club representative, warrants such action. The player, parents and/or guardian understand that they shall be responsible for making arrangements for the player’s immediate return, in the event of suspension, and shall be

responsible for all costs associated with the suspension, including the possible forfeiture of all costs and fees relative to the balance of the trip for the player.

M.0.00 Code of Conduct & Sanctions for Parents

At the beginning of each season, coaches will ask for and appoint a parent(s) that will serve as a liaison between the parents as a whole and the coach (s). The Liaison will be responsible for hearing concerns from the parents and bringing those concerns to the coach at the appropriate time. Liaisons will also be responsible for reminding parents of the code of conduct behavior before, during and after games. Liaisons are encouraged to contact the DOC at their discretion.

M.1.00 CODE OF CONDUCT - PARENTS

The following standards are set forth to govern parent and/or spectator conduct before, during and after soccer matches and practices.

- No foul or abusive language towards players, referees, fans, or coaches; including the Blades coach.
- Do not criticize players, referees and coaches, either your own or others.
- Be on time to practices and games; pick up players on time.
- Let the coach do the coaching – do not coach your player or others during a game or practice.
- No parent/guardian is permitted on the training/playing fields without authorization from the Casper Soccer Club while CSC players/coaches are present.
- Take care of equipment and uniforms – assist the coaches in controlling possession of Blades' and player's equipment and uniforms.
- Express your gratitude to the coaches. They are volunteers and do not receive payment for coaching. They do it for the love of the game and for the players.
- Work as team with other parents from your player's team.
- The Blades team is the primary club team for a player. Commitment to the Blades is the player's first responsibility.
- Abide by majority vote decisions on tournaments, travel, fundraising and other team activities.
- Conduct yourselves as representatives of the CSC Blades and the Community of Casper.
- You are required to volunteer to work on or at CSC hosted events at least 3 hours per season – team duties will be assigned prior to an event.
- Remember your player is participating in a competitive program, equal practice time is expected but equal game playing time is not.
- Inappropriate physical contact with any coach, player, official or other parent will result in expulsion from the CSC.

The Blades Commitment Form is included in the online registration process and is electronically signed at registration. The [Blades Commitment Form](#) is available by clicking the link and in paper form upon request

M.1.01 PARENT SANCTIONS

If a parent is unruly or presents persistent problems for a coach and will not respond to the coach's request to behave in an appropriate manner, the parent(s) are subject to disciplinary actions imposed by the coach and/or DOC if any of the items in the Code of Conduct are not followed.

A minor and/or major violation of this code of conduct pledge could / will result in initiating one of the following actions.

- The coach will politely ask the parent(s) to review the guidelines or contact the Parent Liaison-Culture Keeper- to politely remind the parent(s) of the Code of Conduct.
- The Coach will inform the DOC of problems involving repeated violation and major violations including foul and abusive language towards a referee, player, coach or another parent or spectator.

Once notified, the DOC will ask for a written statement concerning the incident from all parties involved. The DOC will contact at least three (3) other designees from the CSC board to assist in deciding an appropriate disciplinary action.

- **Step 1** – Based on 1st offense, a meeting with the DOC, designee, coach and parent(s) will take place in order to try and resolve the issue and a probation period may be established.
- **Step 2** – Game(s) Suspension - 2nd offense- A parent(s) will not be allowed to attend the next set of games for the team. Parents will be asked to make arrangements with other team members to help get their athlete to the event.
- **Step 3**– Additional violations-The Parent(s) and the player may be dismissed from the team for the remainder of the season.

M.1.01.a Expedient Action Option

CSC reserves the right to bypass steps and immediately suspend a parent and/or player without notice depending on the severity of the violation of the Blades Rules and Policies or the tournament or event rules that they are participating in at the time of the violation. A follow-up meeting will be held with the parents, coach(es), DOC and CSC designees to review suspension.

M.1.02 CONDUCT DURING TEAM TRAVEL – PARENTS

While on any club-sponsored trip away, a parent is subject to immediate suspension from the all team events for the remainder of the trip if the parent's misconduct or misbehavior, at the sole discretion of the club or club representative, warrants such action. The parents understand that they shall be responsible for all costs associated with the suspension, including the possible forfeiture of all costs and fees relative to the balance of the trip.

N.o.00 Grievance Policy - Concerns, Protests & Appeals

The Casper Soccer Club has developed a policy to report and protest concerns that may arise.

N.1.00 REPORTING CONCERN/ISSUES CHAIN OF COMMAND

Should a player, a parent or other party have a concern, the steps to address it is:

N.1.00.a With-In the Team Environment

- Step 1: Issue /concern is addressed to the parent/coach liaison for team matters...if not resolved
- Step 2: Meeting set up between party with issue / concern, Parent/Coach Liaison and the Head Coach of his/her team...if not resolved
- Step 3: Meeting set up between all parties in Step 2 and the DOC

N.1.00.b Casper SC Board Petition

If the matter is not resolved within the Team Environment, and the concern still exists, then the following steps are to be taken to involve the CSC Board:

- Step 1: Written notice can be submitted to the DOC or the CSC office. The written notice may also be in the form of a game card indicating a violation during a regulation game and may come from a source outside of the CSC.
 - The notice must be submitted within 30 days (*a reasonable amount of time*) following the incident.
- Step 2: A committee of at least three (3) CSC members will be appointed to review the concern and the involved parties will be contacted for information on the incident within 10 days of the written notice.
- Step 3: The committee will need to gather all the information pertaining to the concern, within 20 days of the notification to all parties.
- Step 4: If a hearing is required, the committee will notify the parties involved seven (7) days in advance of the hearing date. Persons wishing to address the committee, shall notify the committee within four (4) days of the hearing.
 - Each person is allotted 10 minutes to address the committee. If any person cannot attend, they will be allowed to submit a written statement.

Post Hearing Decisions

- The committee members will meet and will render their decision by written notice to all parties involved. The decision will be presented at the next board of directors meeting and will be noted in the board meeting minutes.
- If the decision of the Committee determines that suspension from CSC is warranted, then the board will take into consideration the period of suspension recommended by the committee and implement the decision. The decision may also include follow-up meetings and/or observations as to the probation period, before the incident is resolved and reinstatement has occurred.

N.1.00.c Appeals

Any decision rendered by the committee may be appealed to the CSC Board.

- A written appeal of the committee’s decision must be received, or post marked within seven (7) days of the decision. The CSC Board will review the information and follow the time table above to render a decision at the next available board meeting.
- The CSC Board decision will be final.

O.o.oo Donations and Contributions

The CSC/Blades organization may accept any designated contribution, grant, bequest, donation or device consistent with the CSC general tax-exempt purposes, as set forth by the CSC Articles of Incorporation, and Bylaws.

As so limited, donor-designed contributions will be accepted for special funds, purposes or uses, and such designations generally will be honored. However, the CSC/Blades shall reserve all rights, title and interests in and to and control of such contributions, as well as full discretion as to the ultimate expenditure or distribution thereof in connection with any special fund, purpose or use. Further, the CSC/Blades shall retain sufficient control over all funds (including designated contributions) to assure that such funds will be used to carry out the CSC tax-exempt purposes. Contributions made to individual team must be deposited in the team account within 10 days of being received. Please notify the CSC office if the contributor requires documentation of the contribution.

O.1.oo FUNDRAISING

It is the policy of the CSC/Blades to allow individual teams to participate, as a team, in fundraising activities. Each fundraising activity must be submitted to the CSC office prior for approval to the activity occurring, most fundraising events will be approved upon submission. Fund Raising activities must comply with the guidelines for a nonprofit organization. It is not the intention of the approval process to restrict fundraising but to encourage and to coordinate the efforts of all teams and the CSC. Some Fundraising activities are better suited for a club fundraiser instead of a team fundraiser and both will benefit the organization as a whole. It is the team’s responsibility to be aware of requirements or guidelines that are placed on receiving and using funds for a team expense. Teams must be aware of the regulations of cash payments or gifts to individual players affecting amateur status of the player.

Some fundraising activities do require certain information (tax Exempt Docs) that can be provided only by CSC Officers or administrator.

Team account guidelines are available as well as a fundraising request form.

P.o.oo Attachments and Appendix

Appendix A

Appendix B

Blades Commitment Form

P.1.oo ADDITIONAL DOCUMENTS

Available on request

Team Financial Guidelines

Q.o.o.o Amendments

APPENDIX A

The following Statements explain the reasoning behind guidelines for U10:

- **7v7 vs 9v9 vs 11v11** – USSF/USYS has adopted the small side games for youth based on years of research and experience. The adopted standards of play for the youth players, addresses the issue of the comparative size of the field to the-players’ physical and mental soccer abilities. Conceptually 7v7 is a much simpler game to understand and provides the player with far more touches on the ball during the course of a game and repetition is the key to becoming a technically sound player. Moving a 9/10-year-old player to bigger format environment could delay the technical and tactical development of that player.
- **Social Environment** – Placing players together of similar ability is an important component of player development. Perhaps as equally important is the social environment for a youth player. Certainly at 10 years old (and hopefully at all ages!) soccer is a fun and enjoyable activity. Not only should children have the opportunity to develop as soccer players but also as people. For the most part, maturity levels of an 11-year-old and 10-year-old are different. By letting players form friendships and bonds with those players in their own age groups, we believe this to be an extremely important aspect in players finding enjoyment in the sport.

APPENDIX B:

Casper SC incorporates the following programs to help in the development, occasional missed training and enjoyment of the game.

- **Practice Up Program** – Is playing against better players important for player development? Yes. Is playing in an environment where players can have success important for player development? Yes. It is our stance that players at this age thrive upon success, not necessarily wins and losses but more importantly the opportunity to gain confidence on the pitch and develop through discovery. Plugging a player into an environment where he/she is being pushed every day and doing just enough to get by could be detrimental to the developmental of not only their technical ability but for their love and enjoyment of the game. The Casper Soccer Club will provide opportunities for players to practice with teams older than the player and will accommodate the need to be challenged by older players.
- **Open Training Program** – It is the policy if the Casper Soccer Club to allow players the opportunity to attend any training session of another team. These opportunities are not to replace normal team training. Rather these opportunities are considered to be a supplement or a way to make up for missing a regularly scheduled team training. The only criteria are:
 1. Parents / Player must notify the coach of the team’s training you will be attending, and main team coach by 1 PM MST the day you will be attending...the earlier the better (Ex. A U12 player is attending a U14 training on Wednesday, the U12 parents must notify the U14 coach & regular team coach by 1 PM MST on Wednesday or request could be denied)
 2. The “guest” player is to be respectful of the training environment they are guest in. Player is to work within the host team guidelines, do all activities and not be disruptive/distraction in any form. Failure to do so can result in Open Training Privileges being denied.



Blades Commitment Form

PLAYERS:

I have read, am familiar with, endorse, and agree to commit to following the Blades published Competitive Rules. As a CSC Blades player, I will do my best to represent CSC in the areas of:

Passion

- I commit myself to train and perform to the best of my ability.
- I will not use alcohol, drugs or tobacco products while a member of the Blades.

Respect

- I will maintain control of my emotions during all competitions; I will respect the game and not retaliate when fouled
- I will treat teammates, coaches, referees, opponents, spectators and the Laws of the Game with respect.

Integrity

- I will do my best to not use profanity during practice or the games.
- I will adhere to all rules and regulations established by the Blades, my team and the CSC Board.

Dedication

- I will attend all team practices and games, punctually, and expected to make sacrifices when needed to meet the commitments of their team, unless prevented from doing so as the result of illness, injury, unforeseen emergencies, or other reasons approved in advance, by my coach.
- I will commit to the Blades team as my primary team, making all the foregoing commitments willingly, with the intention that my teammates, coaches and the Blades will rely on them.

Excellence

- I will maintain a positive attitude and will strive to meet or exceed all individual and team goals established by myself, my team and my coach.
- I will come prepared and on time for practice and for games with the proper equipment and uniform

I understand that the violation of this pledge may result in serious disciplinary action, including expulsion from the CSC organization.

Signature of Player

Date

Revised 1/2019



PARENTS:

I have read, am familiar with, endorse, and agree to commit to following the Blades published Competitive Rules, Code of Conduct, By-Laws, and decisions made by the Casper Soccer Club BOD, ED and DOC. As the parent of a CSC Blades player, I will do my best to represent CSC in the areas of:

Passion

- I commit to helping my player train and perform to the best of their ability.

Respect

- I will refrain from verbal abuse of players, coaches, referees, opponents, and spectators treating everyone and the Laws of the Game with respect

Integrity

- I agree to support the club in requiring players to abide by the Players Code of Conduct.
- I will discuss constructive concerns regarding coach, players or Club policy with the coach first, Director of Coaching, and finally, through the Executive Director or BOD.

Dedication

- I will commit to getting my player to attend all team practices and games, punctually and consistently.
- I understand making sacrifices when needed to meet the commitments of the Blades team is crucial to. For this reason, timely communication in the coordination of schedules is imperative to avoid as many conflicts as possible unless prevented from doing so as the result of illness, injury, unforeseen emergencies, or other reasons approved in advance, by my coach.
- I understand that the Blades team is the primary team for my player, making all the foregoing commitments willingly, with the intention that my players teammates, coaches and the Blades will rely on them.

Excellence

- I understand that coaches, managers and directors are dedicated to quality soccer and will conduct themselves in a manner consistent with Club policies and objectives
- I agree to pay for any property damages which can be attributed to my child and fully reimburse the Club for any monetary sanction or fine imposed as a result of improper conduct of the parents or their child.

Parents must read and abide by the policies set forth in this Club handbook. I understand that the violation of this pledge may result in serious disciplinary action, including expulsion from the CSC organization.

Parent Signature

Date Parent Signature Date

Revised 1/2019