

# **Policies and Expectations for CAYSA leagues with inter-club play**

(updated to match 2016-2017 section of the perpetual calendar)

## Preseason

### Preseason Timeline

#### **Three weeks before the season starts:**

Expect league VPs to release schedules on the Friday 3 weeks before the first weekend of play.

Teams start negotiation of dates and times according to published process (below). Priority is scheduling the games for the first 2 weeks of play, but you need all games scheduled prior to 10 days before the season starts in order to avoid a scheduling meeting to resolve the unscheduled matches.

#### **Seventeen days before the season starts:**

Meetings for U11 team managers.

#### **Ten days before the season starts:**

Scheduling meeting for all teams with unscheduled games

Confirm accurate team info in GotSoccer (see below)

#### **One week before the season starts:**

For leagues with Club Pass, the CAYSA office will create league rosters, allowing teams with CP players to appear properly on game cards.

#### **First weekend of season**

Clubs should already have all player and coach cards distributed and they should be laminated and present at all games (including the first one).

Kids have fun and all the parents and coaches are positive!

### Accurate info in GotSoccer

Ten days prior to the start of league play, all team info should be correct and verified in GotSoccer, including player and coach names and player jersey numbers. Any changes to this info after this point require acceptance of the change(s) by the league VP or the CAYSA office, so they should be notified if changes are needed after this point.

## Scheduling

For both scheduling in the pre-season and rescheduling of matches, CAYSA recommends the following steps.

1. Home team arranges field (ideally on date preset by VP, or on the same weekend, but with the consideration of the other team's schedule). We strongly encourage that when hosting a team that has to travel, they take that into account and do not arrange a game at either extreme of the day (try to set it up between 10am and 4pm).
2. Home team sends email to away team listing date, time, and location, asking for confirmation that it will work for them. If it does not work for them, would they please respond with the reason and 3 alternate date/times that would work for them. If any of those 3 can work for the home team, arrange it and send a confirmation to the away team. If none of the 3 proposed work for the home team, explain why and start round 2 of the same process with new dates/times.
3. A coach not being able to attend the game is not grounds for refusal of a time. Refusals should be due to inability to field a team according to CAYSA rules. If you can field a team at that time, even if it's not your ideal team, you should accept the date and time.
4. If two rounds of negotiation (home time>3 away alternatives>home time>3 away alternatives) do not result in a scheduled match, let the league VP know and a date and time will be assigned for the game without regard to either team's preferences. They can either play when assigned or reschedule that by the above procedure. If they cannot come to an agreement on their own, the date and time assigned by the VP will be the game.

Schedules are expected to be published three weeks before the start of play. The first priority should be scheduling games for the first two weeks, then the games after that. By ten days before the season starts, teams should already have their games negotiated and on the schedule. Starting 10 days before the start of the season, CAYSA will be having scheduling meetings for all teams with unscheduled games.

## Games Start!

### Game Card requirements

Sometimes game card team information is not complete on the first week of games; our goal is for all info to be on those cards on the first week of play. If a player does need to be written in on the first week, the information added should be easily legible and include their full name, a jersey number, and **their player ID#**. After the first week of games, all rosters should have the player information correct, so having full player names and jersey numbers on game cards should not be an issue. If you have updated everything in your team account and your club

Registrar or Admin is having trouble getting that updated information to show on game cards, please ask them to contact the CAYSA office for instructions.

In the event of cards that must be reported more quickly than the usual method, those notifications should go to the league VP and include the CAYSA office.

## Player Uniforms

While CAYSA rules state that the “home team shall change uniforms if the colors of both teams are so close as to create confusion” sometimes questions come up about whether a team’s uniforms need to be identical or which team should wear light or dark.

In general, the home team should wear the darker uniform and the away team the lighter. It’s never a bad idea for the home team to send a note the week of the match letting the away team know what color they plan on wearing and asking what color the away team plans on using. This can help avoid conflicts on match day.

Regarding the uniformity of the uniforms, some teams may not replace their uniforms as often as others, so there may be some fading of colors or even a slight change in the style of uniforms purchased in different seasons. As long as the general color and look is not confusing to the referee, some variation should be acceptable. Ultimately this is a decision for the referee.

## Missed Games & Forfeits

Sometimes a team must miss a game. If this is known ahead of time and cannot be avoided (something happens the day before the match and it’s too late to change the game time), certain things must still happen.

For DII and above leagues, the other team must still show up for the match and be prepared to play. The referee will then note the missing and present teams on the game card and give the game card to the coach of the present team. That card should be sent in as would any other game card, but an email to the VP noting the game number and missing team would be appreciated. The VP will then assess the situation to determine whether a reschedule or declaration of forfeit is appropriate.

For DIII and Academy, if both teams know ahead of time (and especially if there’s lengthy travel involved), an email chain including both teams in which one clearly states “[Team name] cannot make it to game #[XXXX]” can be forwarded to the CAYSA league VP along with a request for a reschedule or declaration of a forfeit. The team should then send in the game card with “No-show by [team name]; see email dated [MM/DD/YY] for details” written in the notes section.

## Coaches (& other adults) talking to players of opposing teams

To help avoid conflict, let's make it clear that no one should ever be saying anything negative to players of opposing teams. Spectators, Coaches, Referees and Players are expected to be respectful to each other, and any sarcasm, abusive or intimidating behavior towards Referees or Players will not be tolerated. Any of these behaviors can be referred to the CAYSA D&P Committee for review.

If you have something positive to say to an opposing player, please either yell it out ("Great save, Keeper" "Nice tackle #24") or only say it to the player in the immediate presence of his/her coach. This helps avoid any perception of recruiting during or immediately before or after a match. Compliments which are derogatory to the player's team are not acceptable ("Terrific shot! You're too good for your team!") and could be interpreted as recruiting outside the recruiting window.

## Club Pass

All Clubs, Coaches, and Managers need to understand that Club Pass is only for players registered on Academy and D-II and above teams. D-III players cannot use Club Pass to play on D-II or higher teams. GotSoccer will allow this, but it is not currently allowed by the STYSA & CAYSA rules and any games where a team plays an ineligible player will be forfeited by that team.