

AYSO Region 820
PO Box 179
Menifee, CA 92586

Hotline 951-679-2491
www.ayso820.org
Like us on Facebook

Welcome to AYSO Team Management!

AYSO is an all-volunteer organization.

We, as a board, appreciate that you are taking time from your busy schedules to manage a team. This job is perhaps the most important position on the team. The main purpose of the Team Manager is to manage the team and its volunteers. The manager keeps the entire team organized, including its coaches, referees, volunteers, players, and parents. We want the coaches to be able to focus on coaching and the players to be able to focus on playing. This, however, does not mean that the Team Manager takes on all the work!

Since the entire organization is run by volunteers, everyone needs to help! There are many jobs that have to be done before, during, and after the games. They ensure that your child will have a fun and exciting experience in a safe environment. This is why you, the volunteer, play such an important role in your child's experience during the soccer season. Please make every parent aware of the need to work as a team to cover your mandatory volunteer assignments. The last thing we want is for a team manager or only one or two people to cover everything for the entire team.

Here is a list of items that should be distributed to each set of parents; it is important to get this information to everyone so they understand the AYSO philosophy and the guidelines of Region 820: What Your Child Needs; Team Responsibilities; Picture Day information; Mandatory Volunteer Requirements; Sponsor forms; Team Roster; Snack Schedule; Game Schedule; AYSO Parent & Spectators Code. This should keep our region running smoothly, and ensure that all the kids have a fun and safe time playing soccer in Menifee.

- Region guidelines available at www.ayso820.org

Participation in Regional and Area playoffs is a privilege! **Only those teams that have met their mandatory volunteer requirements for the regular season and regional playoffs will be allowed to participate.** For more complete information, please refer to the Mandatory Volunteer Requirements.

Coach's Duty - To provide a fun, exciting, and instructive experience for your child.

Parents & Spectators Duty - To assist in fulfilling the team's volunteer duties and requirements, and to be supportive of all players, parents, coaches, referees, and the regional board.

Please support your kids and volunteer! All parents are requested to fill out a Volunteer Application at www.ayso820.org, so we can keep track of everyone who is involved in any activity related to the program. If you have any questions please direct them to our team manager coordinator, **Leanne Doring @ teammgrcoord@ayso820.org**.

Again, thank you all very much! - Menifee AYSO Region 820 Board

TEAM MANAGER CHECKLIST

- ☐ Complete your volunteer application at www.ayso820.org. This is required every **season**.
- ☐ Complete your Safe haven and CDC Concussion training at www.aysou.org. If you've done these once you should be good unless there is an update. You can check by logging into your Blue Sombrero account and clicking on the "Volunteer" tab. All your certifications will be listed there.
- ☐ Make sure all volunteers on your team have done their volunteer application & safe haven/concussion training.
- ☐ Share the AYSO Parent & Spectators Code. It is so important to remember that we are all volunteers doing our best.
- ☐ Share the volunteer requirements with the parents. IE: board tent hours, field painting assignments. Get your volunteers early!
- ☐ Obtain volunteers for all field painting duties.
- ☐ Obtain volunteers for required hours at the board tent.
- ☐ Team banner.
- ☐ Distribute a team roster.
- ☐ Distribute uniforms (best to line them up shortest to tallest & pass out smallest to largest).
- ☐ Distribute game & snack schedule.
- ☐ Get your team to their scheduled picture time.
- ☐ Find team sponsors. This is not a requirement but recommended to help pay for your end of season team party.
- ☐ Timely submit request for Team party check, *if eligible** Form available on our website. *This is only if you had team sponsors.
- ☐ Team party - Ideas: Mulligan's, bowling, trampoline park.....
- ☐ Each week send out a reminder via text/email/call with the game time, location, when to arrive, & who is to bring snacks that week.
- ☐ HAVE A GREAT SEASON!!

AYSO PARENT & SPECTATORS CODE

Parental evaluation carries a great deal of weight with young children and adolescents. The attitude shown by parents at games toward their child, the opposing team, the officials and the coach, influence the child's values and behavior in sports. Criticism, disrespect for officials and opponents by over-anxious or overprotective parents bent on immediate success rather than the long range benefits undermines the purpose of sport and brings into the game stresses beyond those of competition. When the young players cannot cope effectively with such stress, it contributes to behavior not in keeping with the spirit of the game.

- Children have more need for praise than criticism.
- Make athletic participation for your child and others a ***positive*** experience.
- Attempt to relieve the pressure of competition, not increase it. A child is readily affected by outside influences.
- **Be kind to your child's coaches and referees.** They are volunteers giving of personal time to provide a recreational activity for your child. The coaches and the referees are providing a valuable community service, often without reward other than personal satisfaction of having served the community.
- The opponents are necessary friends. Without them, your child could not participate.
- Applaud good plays by your team and by members of the opposing team.
- Between the exuberance of the winner and the disappointment of the loser, we find a person called the referee. All of them follow the same creed to watch every move of every player and to call the game to the best of their ability.
- Do not openly question the referee's judgment and never their honesty. The referee is a symbol of fair play, integrity and sportsmanship.
- Accept the results of each game. Encourage the child to be gracious in victory, and turn defeat into victory by working towards improvement.

We ask that all player parents relay this code of conduct to all family members and friends that come to watch the games.

Thank you in advance for your support in making this event a positive experience for all.

Thank You
Your Child

Practice

Practice Facts

The coach sets the location, start time, and days of practice.

*Shin Guards required for all practices and games. They do not need to have soccer cleats but it is highly recommended.

An age appropriate soccer ball for practices is recommended.

U14 uses a size 5 ball

No metal clips or jewelry of any kind can be worn by players during practice or games.

No jewelry, please do not have ears pierced during the season.

No gum or candy during practice or games.

*Players should bring water to every practice as players heat up fast. The region will typically not cancel practice due to heat. The coach will determine if practice is on or cancelled, but ultimately it's always at the parent's discretion.

Practice Schedule guidelines per division

U14: 2 practices a week not to exceed 90 minutes each

Practice Guidelines for School Sites

There are no restrooms available on the school sites for practices, please don't ask the staff to let you into the bathrooms.

Clean-up all trash and haul it away, leave the campus better than you found it.

No Pets (Service dogs OK) or Smoking on school sites.

No scooters, skateboards, bikes, roller blades or weapons on the school site including the parking lot.

No Saturday practices at any school site.

Fields are open from 4:00 – 6:45(or dusk). You **MUST** be off the school grounds by 7.

Available Practice Sites:

All space is first come first serve unless you are at a city of Menifee park, in which teams can pay to play there at certain days/time. You will need to leave & find a new spot. No team has a guaranteed spot to practice. AYSO is not allowed to practice in the outfields of the ball diamonds at Wheatfield.

The following schools are also available: Menifee Valley Middle School, Bell Mountain middle school, and Freedom Crest Elementary. Please refer to above practice guidelines for times of availability. Many HOA parks on the East side of the 215 are also available. Only the ones with field space are available for practicing. Please avoid those with just walking trails.

Game Day

- First game is Saturday August 18 (date is subject to change).
- Opening day will be August 18th at MVMS. This is also picture day.
- We have a 10 game season.
- Game schedules are distributed to the team managers usually a week before the first game.
- U14 division plays their home games at Bell Mountain Middle School
28525 La Piedra Rd, Menifee, CA 92584
- Regional Playoffs are Nov. 17th & 18th (tentatively - all dates are subject to change).
- Games must start on time. Games will not be permitted to extend into the next game's time slot out of respect to the next two teams and regardless if your start was delayed. **All games must end on time regardless of starting time.**
- If you are playing the **FIRST** game of the day on your field (Usually 8:00 AM), each team is required to arrive at least 30 minutes prior to the start time to assist in retrieving the flags and setting up the goals.
- If you are playing the **LAST** game of the day, your team is responsible for taking down nets, breaking down goals, bring trash cans to the edge of the blacktop. Bring nets, corner flags, and goals back to the storage units.

Game Play

Division	Game Length	Each Half	Players/Side
U14	70	35	11 v 11

NEW HEADING THE BALL RULES

I. HEADING THE BALL

1. Consistent with the U.S. Soccer mandates on heading the ball, heading is banned for all division players U-11 (U-12 and below for programs without single age divisions) and below in both practices and games.

Heading for players in U-14 is limited to a maximum of thirty (30) minutes per week with no more than 15-20 headers, per player. There is no restriction on heading in matches.

2. An indirect free kick will be awarded to the opposing team if a player age 10 or younger, deliberately touches the ball with his/her head during a game.

a. The indirect free kick is to be taken from the place where the player touched the ball with his/her head.

b. An indirect free kick awarded to the attacking team inside the opposing team's penalty area, must be taken on the penalty area line parallel to the goal line at the point nearest to where the player touched the ball with his/her head.

3. Neither cautions nor send offs shall be issued for persistent infringement or denying an obvious goal scoring opportunity related to the heading infraction.

Note: The policy may be put into effect with the beginning of the next game circuit start. If your program is in the middle of league or tournament play, the switch to the new rule right may be delayed until the next gaming circuit start.

Volunteer Requirements

Volunteer Requirements U14

1. Send your scheduled number of volunteer to all field painting assignments
2. Volunteer a minimum of 2 hours at the Board Tent. Contact volunteercoord@ayso820.org to volunteer your time.
3. Provide 2 Assistant Referees for all Home Games (10 Referee Points).

Additional Information: Volunteers

The coach, assistant coach, team manager, and referees should complete the following:

1. All volunteers must complete a volunteer application on the web at www.ayso820.org. Applications must be submitted every season.
2. All volunteers must have completed Safe Haven and CDC Concussion Training on the web at www.aysou.org. Once taken it does not need to be retaken each year. Print out your certificate of completion and keep for your records.

Additional Information: Referee Points

- Each team is responsible for providing 2 Assistant Referees for each game. This is being asked of all teams. You will only get points if your AR is ready and has signed in regardless of whether or not they referee a game. Please make sure they know the team number when signing in as that is how we give your team the credit.
- Additional referee points can be made up by refereeing additional games. Ask at the board tent for referee volunteer opportunities or contact refadmin@ayso820.org
- All volunteers must sign the volunteer sign-in sheet in order to receive credit. Print name and team number (Legibly). No Credit will be given if you don't sign in or if information is not legible.
- In addition, every team that participates in Regional playoffs must earn additional Referee Points during Regional playoffs in order to be eligible to advance to Area playoffs.

**The more volunteers we have
the more we can give back to our kids!!!**

Referees

Most referees are parents or siblings of the players in our region, community members giving of their weekends, or area youth volunteers. You will encounter various levels of experience and certification, so please be kind to our referees; they will only improve if we create an environment that encourages their participation and growth.

AYSO REGION 820 ENFORCES A ZERO TOLERANCE POLICY FOR ANY DISRESPECT TO OUR REFEREES. IF ANY COACH, PLAYER, PARENT, OR SPECTATOR IS FOUND TO BE ANYTHING BUT SUPPORTIVE AND POSITIVE, HE/SHE WILL BE ASKED TO LEAVE THE GROUNDS AND MAY FACE A NEXT-GAME SUSPENSION!

Referee Certification

Before officiating their first game, every referee must complete the following:

- Turn in a completed Volunteer Application (required every season);
- Obtain Safe Haven/CDC Concussion certification (a one-time requirement);
- Be trained and certified as an AYSO referee. If you are not a returning Regional Referee you can become certified by completing the following:
 1. Taking the online basic referee course at www.aysou.org and attending the Referee Companion course or
 2. Attending the 8-hour Regional Referee course.

******Course information is also available at www.aysou.org, on our Facebook page, and on our website at www.ayso820.org, or by contacting refadmin@ayso820.org

Check-In

All referees must report in at the Referee Tent as follows:

- 20 minutes before their assigned game;
- In full uniform;
- Sign in on the Game Log.

Failure to do so may result in a standby referee being assigned to your game, thus costing you your referee points for the day. When a referee is being shared between one or more teams, that referee can only give credit to one team per game.

Check-Out

The Center referee is responsible for turning in game cards, and for the accuracy of the information on them (making sure that all referees and coaches have signed the card, recorded their team numbers, and that scores and substitutions have been recorded). If the information is not accurate or legible, teams may not get proper credit.

Uniform

Every referee must be in full uniform:

- SHIRT (official referee shirt or the Region-approved "Referee" t-shirt);
- SHORTS (black shorts or black sweatpants);
- SOCKS (black socks, pulled above the calf)

****If assistant referees are not available a parent can volunteer as a club linesman, but your team will not earn any referee points. A game cannot be played without a certified center referee.**

General Information

Sponsorships

The sponsorship program is a vital part of making this league a success. If parents and volunteers contribute directly to their team party without sponsoring their team, money is being taken away from the league. Without a successful sponsorship program, registration fees could be as much as \$20 more per player. If each team secures at least one sponsor, it will help keep our costs down and alleviate the necessity of hosting large fundraisers. The cost of a team sponsorship is a minimum of **\$200.00**. The more sponsors you get, the more money you'll receive towards your teams end of season party! These amounts are NOT cumulative. The team party check will be made out to the facility or retail establishment where food and supplies will be purchased for the party. No alcohol can be purchased with these funds.

ALL SPONSORSHIP FORMS ARE AVAILABLE ON OUR WEBSITE

- a. 1 sponsor = \$50
- b. 2 sponsors = \$75
- c. 3 sponsors = \$125
- d. 4 sponsors = \$175
- e. 5 sponsors = \$250
- f. 6+ sponsors = \$350

Near the end of the season, fill out the Request for Team Party Money to get your team party check. Further details on when the check requests are due will be posted on our website and placed in the team mailboxes closer to the end of the season.

Team Roster Check with all parents on your team to determine what emails or contact numbers they will allow, then create a team roster to distribute to them. Another way to stay in touch is to create a Shutterfly Share website.

<http://www.shutterfly.com/sports-team-websites>

Uniforms Each team will be provided with jerseys, shorts, and socks for each player. We recommend that you pass out the uniforms in order of shortest to tallest. Make a list of each player's name and jersey number for your coach. Please advise that uniforms should not to be worn at practice - only for scheduled games.

Snack Schedule

Parents should each take a turn at providing drinks and healthy snacks or fruit for every player during halftime AND after the game. A schedule should be created and distributed to every player. You can refer to the Sample Snack Schedule as a guide.

Team Banner

Every team should have a banner, which can be purchased or handmade. Handmade banners can be entered into our banner contest, so be creative! One parent should be in charge of getting the banner ordered/made in time for Picture Day.

Team Banner Contest

This is a chance to represent your team by creating an outstanding banner!

Criteria: Banner must measure within 3'x5' - can be any shape (round, rectangle, etc.) as long as the front side is approximately 3'X5';

Must display:

- the words "AYSO Region 820"
- team name and number
- names of all team sponsors
- first names and jersey numbers of all players
- names of the Coach, Assistant Coach, and Team Manager

MUST BE HANDMADE!

ONLINE- Submit a clear photo to teammgrcoord@ayso820.org starting August 20th through September 9th. Winner will be notified by September 10th. Winner will receive \$50 towards their team party

Website

Remind everyone to check out our website at www.ayso820.org for information and updates, including any game time changes. You can also LIKE us on Facebook: AYSO 820, Menifee, California

Picture Day

Picture Day this year will be held Saturday August 18th

As part of the Region 820 AYSO registration fees, the Region provides a photo package to every registered player.

Package Includes:

- 1- 3 1/2 x 5 Individual Photo
- 1- 5x7 Team Photo
- 1- Full Color Frame
- 1- 3" Button
- 4- Jumbo Wallets

In addition, each team will receive one Coach plaque, 5X7 team photo and Sponsor plaque(s).

*****It also includes a coach/child photo for those parents who have a child on the team*****

In the rare occurrence that the team photograph cannot be taken, for example, due to the absence of the coach, all players must still have their individual player photos taken on Picture Day. Please do not intentionally skip picture day to wait for the make-up day.

With everyone's patience and cooperation Picture Day will be a success! If you have any questions, please have the team manager email us at picture@ayso820.org or you can call the AYSO Region 820 hotline at: 951-679-2491.

The Elements of a Soccer Year

Primary (Fall) Season

The mission of the Primary Season is to give all children the opportunity to develop their skills in game situations. There are no standings kept for regular season games, so please do not place unnecessary pressure on your child or coach by emphasizing winning or losing. Doing so will only encourage the coach to adopt a "win now" philosophy that will limit the development of the players and will likely result in a poor showing at the Regional playoffs. Each team (U8 through U19) will be required to provide at minimum a three person, AYSO-certified Referee crew (a Center and two ARs) for the primary season.

- Referees will keep score to assist the league in managing competitiveness and sportsmanship.
- As part of their player inspection, Referees will check for shin guards as well as jewelry, metal hair clips, and trimmed fingernails.

The season is comprised of a ten games. Games cancelled during the regular season may be rescheduled at the Regional Board's discretion, depending on the cause (i.e., extreme weather, field unavailability, etc.).

Regional Playoffs

Regional playoffs are conducted after the conclusion of the regular season for divisions U-10 through U14. Playoffs begin as early as the first week of November and can be rescheduled as late as mid-December due to field and weather conditions (with the exception of Thanksgiving Weekend). All games are played at our regular season facilities in Menifee. The Regional Playoffs are a pool play format tournament. Teams will play a minimum of two games and will play on Saturdays and/or Sundays. Although we try to schedule teams for no more than two games in one day, it could happen that your team is scheduled for more. Additionally, due to an uneven number of teams it is possible that some teams will play more games than others. Please understand that some inequities of scheduling are unavoidable. Initial pairings will be determined by automatic scheduling through Blue Sombrero. All players must play at least 1/2 of every game during playoffs.

If a player arrives after the start of the third-quarter of play, that player must play the last quarter of play. ***Goalkeepers may play the entire game in all divisions.*** These play times only apply during ***Regional Playoffs. Participation in the Area Playoffs is a privilege, not a right! Only those teams that have met their regular season scheduling obligations for refereeing, field preparation, or other assignments will be allowed to participate.*** This is necessary for two reasons: 1) Without volunteer assistance there are no games and no facilities. 2) Teams that win in the regional tournament and advance to area and subsequent playoffs will be required to supply referees, tournament staff and field cleanup for those tournaments.

Area Playoffs

The Area Playoffs are held at one of the area R member region's facilities (typically Riverside) in December/January and are open to those teams selected by the Region 820 Board to represent Region 820 for their division. Typically these are the winners of the Regional Playoff tournament that have fulfilled their volunteer commitments. More than one team may be

selected to represent Region 820 for a given division based on the number of slots allocated by the Area tournament directors.

All Area playoff teams will be required to supply their own, AYSO certified, 3 person referee team as well as tournament staff, field preparation and cleanup help as required. Additionally, special tournament rules for sportsmanship may apply. The highest standards of conduct and sportsmanship are expected of all teams representing our region at all tournaments. ***To this end, any coach who receives two Send-Offs during the regular season will not be eligible to participate in any post season play until the next Fall season.***

Section Playoffs

The Section Playoffs are held at one of the Section 1 member region's facilities typically at the beginning of March. The Section Playoffs are for those teams who have won their division at the Area Playoffs.

AYSO EXTRA

EXTRA is designed to provide a more challenging level of play for those players who possess the appropriate interest, skills and abilities and to enhance each player's experience and individual growth through the game of soccer while retaining the spirit and organization of AYSO. The goal of EXTRA is to strengthen AYSO by retaining players and volunteers in additional primary programs operated under the AYSO philosophies. EXTRA is not designed to overshadow or harm the standard primary program.

Spring Select

Spring Select teams may be formed to compete in the Spring League from March thru June. Games are once a week on Saturdays (U14,U16 and U19 teams may play on weeknights) and away games may require travel to other southland communities. The Spring Select coaches with the ***approval*** of the Regional Board ***select*** players. Teams are responsible for providing their own team of certified and qualified referees in accordance with the Spring Select guidelines (rules) for the league home games. Additional volunteer duties may be required by the Riverside facilities such as cleanup and snack bar duty. The coaches of the Select teams are selected by the Regional Board. It is not necessary for the prospective coach to have coached in the same division that season nor is it necessary that they have a child registered in our region. The number of teams per division will be determined by field availability and availability of sufficient qualified players to ensure a competitive team. ***Player participation uses the same guidelines as Regular Season play.***

Field Painting ~ Bell Mountain Middle School

8/19	U12 Girls - Send 1 Volunteers from each team
8/26	U12 Boys - Send 1 Volunteer from each team
9/2	All Extra program teams - Send 2 volunteers from each team
9/9	U14 Boys & Girls - Send 1 Volunteers from each team.
9/16	U16 Boys & Girls - Send 3 Volunteers from each team
9/23	U12 Girls - Send 1 Volunteers from each team
9/30	U12 Boys - Send 1 Volunteer from each team
10/7	All Extra program teams - Send 2 volunteers from each team
10/14	U14 Boys & Girls - Send 1 Volunteer from each team.
10/21	U16 Boys & Girls - Send 3 Volunteers from each team
10/28	U12 Girls - Send 1 Volunteers from each team
11/4	U12 Boys - Send 1 Volunteers from each team
11/11	All Extra program teams - Send 2 volunteers from each team
11/18	U14 & U16 Boys & Girls - Send 1 Volunteers from each team.

Referee Team Information Sheet

Please submit this to the board tent or email

To refadmin@ayso820.org as soon as possible after the season starts!

If you have more than 3 please write on the back.

TEAM #: _____ TEAM NAME: _____

#1 _____
First Time Regional Intermediate Advanced National (circle one)

E-Mail Address (Very Important for up-to-date Information and Communication)

Best Phone Number

#2 _____
First Time Regional Intermediate Advanced National (circle one)

E-Mail Address (Very Important for up-to-date Information and Communication)

Best Phone Number

#3 _____
First Time Regional Intermediate Advanced National (circle one)

E-Mail Address (Very Important for up-to-date Information and Communication)

Best Phone Number