

# AMESBURY SOCCER ASSOCIATION

## OPERATING PROCEDURES

Amesbury Soccer Association (ASA) is a non-profit volunteer organization dedicated to providing a fun, safe, and healthy environment for boys and girls to enjoy recreational soccer. Currently, we offer a “Tot Soccer” program in the fall and spring in conjunction with New England Soccer School (NESS) for 4-8 year olds – this program is informal and low-key, and its purpose is simply to introduce soccer to young children, teach some basic skills, and let the kids have fun. We also offer an in-town Summer Soccer program, held at Woodsom Farm, for ages 4-14 (depending on registration). The Summer Soccer program is intended to be low-key, recreational, and fun – teams practice one time a week and play one game per week. In Summer Soccer, scores and standings are not kept, and the emphasis is on sportsmanship and kids having a good time. We reserve the right to alter teams to maintain a competitive balance. Finally, ASA offers Spring and Fall Travel Soccer programs as part of the Essex County Youth Soccer Association (ECYSA). Travel Soccer is still recreational in nature, but requires more of a commitment than our other programs. Travel teams may have games anywhere in Essex County (or, in some instances, just beyond Essex County), and most teams will practice two times per week. The ECYSA Spring Travel Season includes the possibility of playoffs at the County and State level. Players seeking levels of competition beyond those offered by ASA may wish to consider various club soccer teams, premier leagues, or the Olympic Development Program for Massachusetts.

### SECTION 1

#### NON-OFFICER BOARD POSITIONS

Section 1. Board of Director Duties. Non-officer board positions will perform the following duties

Director of Travel Programs: Represents ASA interests in the ECYSA and MYSA. Responsible for ensuring that the travel programs operate according to the framework and schedule set by the ECYSA and to the standards of ASA. Establishes registration dates, works with the ASA Registrar to coordinate the registration and placement of players. Works closely with the Director of Education to ensure that coaches are properly trained and assigned and that the program is meeting the goals established by ASA for the program. Coordinates all tryouts for travel teams.

Travel Registrar: Coordinates all travel soccer registration. Establishes systems for registration, including the verification of all forms, receipt dates, and eligibility of all applicants. Maintains complete player database and submits necessary registration information to MYSA and ECYSA. Responsible to ensure that all registration deadlines are met and all fees are paid.

Assistant Travel Registrar: In the absence or disability of the Travel Registrar, the Assistant Travel Registrar shall perform the Travel Registrar's duties.

Director of Summer Program: Coordinates all aspects of the summer program including the assignment of all support personnel including: a team of assistants, the Referee coordinator, the Trailer coordinator, the age group coordinators, as well as all coaches, and assistant coaches. Conducts summer registration and works with Treasurer to process payments. Works with Director of Communication to publicize registration and program details. Works with the Director of Education to ensure that coaches are properly trained and that the education standards for the program are being met. Distributes information regarding education opportunities over the summer for parents, coaches and players. Checks references of all volunteers and processes CORI forms with Registrar. Maintains separate summer database and works with Registrar to register players with MYSA. Orders uniforms and equipment for players in conjunction with Equipment Director. Coordinates practice/game schedules, and determines whether games are played weekly, in conjunction with the Field Director. Sets up summer team photos with photo studio. Coordinates end of summer gift for players. Distributes and compiles end-of-season coach evaluations. Works closely with age group coordinators to maintain open lines of communication during the season, while also providing a weekly information table on game days.

Assistant Director of Summer Program: In the absence or disability of the Director of Summer Program, the Assistant Director of Summer Program shall perform the Director of Summer Program's duties.

Director of Education: Works closely with the Directors of the summer and travel programs to establish coach and player training standards and curriculum for each program. Coordinates all coaching clinics and evaluates all coaches along with the program Directors. Helps establish guidelines and forms for coach and player training progress and evaluation.

Director of Fields: Responsible for obtaining and set-up of fields for the summer and travel programs. Makes decisions regarding field conditions and suitability. Coordinates team practices to ensure that travel teams have equal practice opportunities and that summer teams have adequate space. Coordinates with AHS and/or town or other authorities to register fields for use as necessary. The Field Director shall maintain a book detailing each field, improvements required, Town, AHS or other authorities contact information. Works with other ASA officials to develop fields for future needs of ASA.

Director of Equipment: Responsible for all equipment purchases and for equipment maintenance and storage. Purchases and coordinates distribution of uniforms for the summer program. He/she will create and present a report at the end of each season detailing the whereabouts of all ASA equipment and make recommendations on what needs to be purchased for the up-coming season, on how to control the inventory better.

Director of Communications/Community Relations: Responds to all inquires about ASA activities. Develops and coordinates all communications and announcements. Arranges for media coverage of important ASA activities.

Director of Fundraising: Coordinates all fundraising activities including the solicitation of donations. Works closely with the Treasurer to monitor the financial needs of ASA. Reports periodically as to the status of fundraising activities. Coordinates putting together a team of volunteers to conduct weekly fundraising activities during the summer season. Works with Director of the Summer program on Opening Day festivities.

Award/Scholarship Committee: The Awards Scholarship Committee shall be responsible for the establishment of rules and guidelines in granting of awards. The committee shall be comprised of one (1) officer and two (2) non-officer Board Members. No person shall serve on the scholarship committee for more than three consecutive years. A person with a child who is a senior in high school during the relevant period shall not be eligible to serve on the committee.

## **SECTION 2 OPERATIONS**

### **1.0 TRAVEL COACHING STAFF**

Section 1. Each team shall have one official head coach. It may have one or more assistant coaches, subject to league rules. Candidates for all coaching positions will be evaluated based on coaching credentials including: playing experience, coaching experience, coaching training, personality, moral character, temperament, ability to work with children, adherence to ASA policies and recommendations, and commitment to the position. The Board shall approve all coaches for each full season.

Section 2. All coaches are required to take at least one professional development course per year as approved by the Board. ASA will provide financial assistance to any coach or assistant coach for one ASA approved professional development course per year, as long as ASA finances so allow. All coaches are encouraged and expected to participate in local workshops and coaching clinics to improve their coaching skills.

Section 3. All coaches must apply to the Board for appointment on a form to be provided by the Board and must submit a C.O.R.I. form to ASA or its designee.

Section 4. Coaches may be removed at any time by a majority vote of the Board with or without cause.

Section 5. If multiple persons apply for a particular coaching position, each applicant shall have an opportunity to submit written materials to the Board for consideration, as well as the opportunity (limited to 10 minutes) to make a verbal presentation to the Board in support of his/her application.

## **2.0 REGISTRATION**

Section 1. The Registrar is responsible for registering players and coaches.

Section 2. The Registrar will make the next season's registration forms available to all prospective players and coaches in a sufficiently timely manner as to allow for a reasonable registration and try-out schedule.

Section 3. The Travel Director and the Director of Communications shall ensure that the registration dates and policies are sufficiently advertised. Adequate advertisement of registration dates may include the following:

- Newspaper notices
- Local cable channel announcements
- Notices at local schools
- Electronic communication

## **3.0 PLAYER ELIGIBILITY**

Section 1. The ASA Board shall approve all team rosters based on information provided by try-outs, coach evaluations, roster size, and/or other factors deemed appropriate by the Board.

Section 2. Each player who registers during the stated registration period for each season will be placed on a team, subject to the availability of coaches, playing fields, team roster size, and the outcome of tryouts when necessary.

Section 3. ASA will attempt to ensure that all players who register on time are placed on a team that is a reasonable match with their skill level.

Section 4. Players who register after the registration dates will be assessed a late fee. If no space is available, late registrants will be placed on a waiting list subject to later roster availability.

Section 5. Players will be moved from the waiting list to team rosters by the Registrar as openings arise, with the approval of the Travel Director.

Section 6. A registration will be deemed complete and so dated by the Registrar when the completed registration form has been received, together with the required fee, photograph, and signed Code of Conduct.

Section 7. If a player withdraws from a team prior to the start of the season, the player will be refunded the registration fee minus any costs incurred by ASA. If the player decides to withdraw or is dismissed from a team during the season, no refund of the registration fee will be issued.

Section 8. Players from out of State must sign a 1 seasonal year (September through August) player waiver form and pay \$25.00 (not including the registration fee).

Section 9. Players from other communities may register with ASA pending the Board receives approval from the community the player resides in.

#### **4.0 TEAM ASSIGNMENT**

Section 1. Teams will be placed in the following divisions as appropriate:

Division 1/A: Teams with a majority of players with good to advanced skill levels and a strong commitment to further develop as players.

Divisions 2/B: Teams with a majority of players with moderate to good skill levels and/or moderate commitment to further develop as players

Division 3/C: Teams comprised of players with weak to moderate skill levels and/or minimal commitment to further develop as players.

Section 2. ASA will attempt to move a team to a higher division if:

- A core of experienced players is returning
- The team won 60% or more of its games during the previous season

Section 3. ASA encourages teams to play at the highest level possible without risking demoralizing the team players. Players develop and learn best when competing a bit above their skill and experience level.

Section 4. If a division 1/A or 2/B team is established and there are more applicants interested in playing on the team than available positions, tryouts will be required to fill the division 1/A roster and may be required to fill the division 2/B roster.

Section 5. The recommended minimum number of players for each team is as follows:

- U-10                      12 players
- U-12                      13 players
- U-14                      16 players
- U16 and above        16 players

Section 6. Tournament competition. All teams are encouraged to participate in holiday tournaments (i.e. Columbus Day, Memorial Day). Tournament fees and patches or other tournament-related expenses are the responsibility of the participating team.

#### **5.0 PLAYER ASSIGNMENTS – FALL AND SUMMER PLAYERS**

Section 1. Generally, ASA's policy is that players play at their appropriate age level. Exceptions may be made by agreement between the Board and the player's parent or guardian. A decision to move players up to a higher age group may be based on one of the following:

- Allow a child to play for coach-parent or with a sibling
- Fill out a short team
- Reduce a full team
- Make room for players who would otherwise not play
- To allow players to play at his/her skill level

Section 2. Recruiting by coaches. Coaches may assist in recruiting players to fill their rosters after team selections have been made by the Board, but are restricted from recruiting players from other active rosters or in cases when player assignments are determined by tryouts.

Section 3. Player re-assignments. Players will be moved during the season only when deemed appropriate by the Board and subject to ECYSA and MYSA regulations.

A coach may request that a child be moved to another team if;

- The move will benefit the player and the teams involved.
- A position is available on the other team
- The assignment does not seriously affect the operation of either team (i.e. too few or too many players)

## **6.0 TRYOUTS**

Section 1. Tryouts will be held for all division 1/A and division 2/B teams for U12 and older age groups for which there are more interested, registered players than available slots. Any player who registered on time for the upcoming season may try out.

Section 2. Tryouts will be held prior to the fall season. In some cases, tryouts for the spring season may be required. Qualified persons approved by the Board will conduct tryouts.

Section 3. If slots open up on a division 1 team, the next qualified player, based on tryout results and/or coach evaluations, may fill the roster. However, the Board reserves the right to place a player on a team regardless of tryout attendance or lack of coach evaluation in unusual situations (for example, a clearly outstanding player who moved to Amesbury after tryouts or who had not played Amesbury soccer previously).

## **7.0 COACHES' ADMINISTRATIVE GUIDELINES**

Section 1. Playing time: Each player is *entitled* to play a minimum of one-third of each game. Coaches are encouraged, however, to have each player play at least one-half of each game, absent extenuating circumstances such as injury or discipline issues that are fairly administered.

Section 2. All coaches MUST familiarize themselves with and abide by ECYSA and MYSA rules and regulations.

Section 3. The head coach must have a copy of each player's Medical Release Form at each practice and game.

Section 4. The head coach is required to have the following at each game:

- A copy of each player's Identification Card. ID cards are not to be given to players except directly before the game. All ID cards must be returned to the Registrar at the close of each season.
- The ECYSA handbook or other form of Rules and Regulations and schedule.
- A laminated team roster with team names and uniform numbers.
- Game ball
- Any other league required documents.

Section 5. The head coach is responsible for score reporting and any other administrative requirements for the league in which the team plays.

Section 6. Medical Emergencies. If a player is injured:

- DO NOT attempt to move the player until he/she is ready to move himself/herself
- If the player's parent is available, let the parent take care of the player
- If the injury requires serious medical attention and the player's parent is not available, call an ambulance and accompany the player to the emergency room, bringing the Medical Release Form with you. The injured player is the head coach's primary responsibility. Appoint a responsible adult to remain with the other players.
- Complete medical supplies are not recommended, since most coaches are not doctors. Nevertheless, each coach should have the following:
  - Clean fresh water to wash cuts and scrapes
  - Ice packs or ice with plastic bags or clean cloths to apply ice
  - Gauze or band-aids (to be administered by the player or parent)

Section 7. Non-registered players (players who are not registered with MYSA for the current year, September to September) are NOT insured. Playing or practicing with even one non-registered player on the field means that NO ONE is insured. Uninsured players shall not be allowed to participate.

Section 8. Adults who have not submitted a C.O.R.I. form to the ASA may not coach or help coach players. ASA reserves the right to prohibit any adult from coaching players based on a negative C.O.R.I. form response.

Section 9. Coaches' Meeting

Prior to and at the close of the Fall and Spring seasons, there shall be a coaches' meeting for all coaches and assistant coaches of the Association. The meeting shall be conducted by the travel director. The meeting is mandatory for coaches, the registrar, field director and equipment director. At the pre-season meeting, the coach should receive his/her roster, equipment, registration forms, calendar, league rules and practice schedule. At the post season meeting the coaches shall return their equipment.

## **8.0 GAME CANCELLATIONS**

Section 1. Coaches should contact the opposing coach before each away game to verify that the game is on and to review directions to the field.

Section 2. Teams must show up for all home games (regardless of weather conditions) unless the Travel Director calls to cancel the game. If you do not receive a call or e-mail from the Travel Director (home games) or the opposing coach (away games) assume the game is on. Soccer is played in the rain.

Section 3. ECYSA policies shall govern regarding make-up games.

## **9.0 FIELD ASSIGNMENTS**

Section 1. The Field Director will assign field availability for practices.

Section 2. Every attempt will be made to accommodate requests for practice times, but limited field space may impact practice assignments..

## **10.0 UNIFORMS**

Section 1. The Board will select uniform style and color for all teams.

Section 2. Duplicate jersey numbers are allowed but should be avoided whenever possible.

Section 3. Coaches will be provided with pinnies for players to wear at home games if the visiting team has colors similar to those of the home team.

## **11.0 SUMMER SOCCER PROGRAM**

### **Age Group Coordinators:**

Section 1. Age group coordinators will be chosen by the Director of Summer Program with approval by the Board in each of the following age divisions: U6, U8, U10, U12, and U14. Two coordinators will be established for age groups where the boys and the girls play separate. One coordinator will be set up for coed age groups.

Section 2. The role of the age group coordinator is critical to the long-term development of Amesbury soccer. Age group coordinators are responsible for the following:

- Attend summer registration night.
- Assist in recruiting new coaches and players
- With direction from the Director of the Summer program, determine player placement. Players should be evenly distributed according to their age and playing ability. The summer soccer program will strive to evenly distribute the travel players among the teams.
- Keep Summer Director informed about any issues with Coaches and in the area of player discipline, and parent concerns or issues.
- Become a liaison between head coaches and the Director of the Summer program during the season to facilitate smooth communications and coordination of events.
- Work one summer Saturday as “director for the day” assisting with set up and cleanup as well as working at the information table.

Section 3. ASA will attempt to ensure that all players who register on time are placed on a team that is a reasonable match with their skill level.

### **Referee Coordinator:**

Recruits new referee candidates for summer program. Conducts a training session for all referees in the pre-season. Makes referee assignments based on game schedule. Attends the weekly games to observe refs and provide feedback to them. Attends the mandatory pre-season coaches meeting. Works with coaches, refs, and parents to enforce summer soccer rules

### **Trailer Coordinator:**

Section 1. Responsible for recruiting volunteers [parents and high school students] to work trailer shifts on game days. Ensure that trailer is plugged into the cord that runs from the barn every Thursday evening. Contacts Director of Summer program designee if fridge does not run or get cold. Purchases all food/drinks and maintains inventory. Responsible for placing orders with outside food vendors on Friday nights. Assigns a trailer captain every week. Responsible for filling in any shifts that are not filled by volunteers. Keep track of high school student community service hours and submits hours to Director of Summer program on a weekly basis.

Section 2. Trailer Captain is responsible for:

- Get trailer keys from Trailer Coordinator.
- Opening the trailer - bring all locks inside until closing.
- Count your drawer at the beginning of the day and again at the end of the day.
- Pay outside food vendors upon delivery [amount to be determined by Trailer Coordinator]
- Pay referees pre-determined amount AFTER ref signs the payout sheet provided. Provide refs with one free drink of choice.
- Remain open until the last game has ended and all customers have been helped.

- Clean trailer thoroughly. Drain all extra water from coolers and leave lids open to air out. Sweep out the trailer. Empty trash. Wipe out refrigerator, if necessary.
- Find someone to take freezer stuff that won't keep until the next week. You can leave the freeze pops in the freezer, since they will defrost and then re-freeze again.
  - Make a list of any supplies that need to be replenished for Trailer Coordinator.
- Count the money in drawer and fill out the trailer transaction form. Put the receipts for supplies bought that day in an envelope with the trailer transaction form. You will also need to put the ref. Payout sheet in there as well. Leave 60 ones (\$60) and 3 fives (\$15) in the drawer (\$75).
- Please make a note if we need more change (coins).
- Unplug the trailer cord from barn extension outside and roll cord up & put it out of the way.
- Lock both windows and door and put keys in envelope with money and paperwork. Return to Trailer Coordinator by end of next day.

### **Fundraising Activities:**

The Fundraising Director is responsible for recruiting volunteers to work shifts at the fundraising table on game days. Works with Director of Summer program on Opening Day activities.

## **12.0 CODE OF CONDUCT**

All parents, players and coaches shall sign and abide by the code of conduct, contained in Attachment 1. The Code of Conduct must be submitted with registration form in order for the registration to be complete. The Secretary will maintain a binder for the travel teams. The Summer Director will maintain a binder for the summer teams.

## **ATTACHMENT 1 -CODE OF CONDUCT**

ASA is committed to helping kids have fun, develop soccer skills, get exercise, and learn about responsibility, respect for others, and sportsmanship. To help us meet these objectives, we have established a Code of Conduct for players, coaches and parents/spectators. ASA reserves the right to dismiss a player or coach who does not comply with the Code of Conduct, and also reserves the right to require a parent/spectator to leave the field if that person fails to abide by the Code of Conduct.

### **PLAYERS**

- Players must notify a coach in advance if unable to attend a practice or a game.
- Players must not use foul or abusive language at practices or at games.
- Players must not intentionally harm coaches, teammates, or opponents or make verbal or physical threats to harm coaches, teammates, or opponents.
- Players shall have a positive attitude.
- Players shall demonstrate respect towards coaches, teammates, opponents and referees and shall not speak with a referee for any reason (unless the referee initiates a discussion or in the event of an emergency or safety issue).
- Players shall demonstrate good sportsmanship on and off the field.
- Players shall abide in all respects with the Zero Tolerance Policy, below.

### **PARENTS/SPECTATORS**

- Parents/Spectators must set the example for our boys/girls by demonstrating the highest standards of sportsmanship.
- Parents/Spectators may participate in game by positive cheering, and supporting the efforts of all participating in the game. Negative comments or foul or abusive language will not be tolerated.
- Parents/Spectators shall demonstrate respect for the coaches, all the children on the team, and the referee. Disagreements, grievances or issues of concern may be communicated to ASA or discussed at an appropriate time and in an appropriate manner after a game or practice (except that emergency matters involving health or safety of players may be addressed immediately).
- No smoking is allowed at any game or practice.
- Parents/Spectators shall not coach from the sideline.
- Parents/Spectators may not argue with or speak to a referee during a game and shall abide in all respects with the Zero Tolerance Policy, set forth below.

### **COACHES**

- Coaches and assistants are expected to have a basic knowledge of the game and to pursue coaching education that will help them develop their players.
- Coaches and assistants shall use positive reinforcement when dealing with players, and never use foul or abusive language.

- Coaches and assistants shall respect for authority of the referee at all times.
- Coaches and assistants shall display good sportsmanship both on and off the field. They are to teach their players the rules of the game, fair play and good game behavior.
- Coaches and assistants shall abide in all respects with the Zero Tolerance Policy, below.
- Coaches shall communicate to players and parents prior to the start of each season expectations for practice and game attendance and behavior, and shall report team, player, coaching, or parent/spectator problems to the ASA.
- Coaches are role models for their players, and shall comport themselves accordingly.
- Coaches shall comply with ECYSA requirements, as applicable.
- Coaches shall not allow their team to “run up” a score; if an Amesbury team leads a game by more than 5 goals, the coach must take affirmative action to prevent the goal differential from increasing (suggestions include removing a player, requiring players to use non-dominant foot only, allowing only long-distance shots, playing keep-away without shooting, etc.). In Summer Soccer, if a goal differential reaches 5, coaches shall exchange players in the interest of balancing the teams.
- Coaches shall follow the terms and spirit of the code of conduct for coaches as published by the Massachusetts Youth Soccer Association, as follows:

Before, during and after the game, be an example of dignity, patience and positive spirit.

Before a game, introduce yourself to the opposing coach and to the referee.

During the game you are responsible for the sportsmanship of your players. If one of your players is disrespectful, irresponsible or overly aggressive, take the player out of the game at least long enough for him or her to calm down.

During the game you are also responsible for the conduct of the parents of your players. It is imperative to explain acceptable player and parent behavior in a preseason meeting.

During the game, you are also responsible for the conduct of spectators rooting for your team.

During the game, do not address the referee at all. If you have a small issue, discuss it with the referee calmly and patiently after the game. If you have a major complaint, or if you think the referee was unfair, biased, unfit or incompetent, report your opinion to the league. Your reactions will be taken seriously if they are presented objectively and formally.

After the game, thank the referee and ask your players to do the same.

Referees - especially young and inexperienced ones - are like your players and yourself, in that they need time to develop. You can play an important role in helping them to

improve by letting them concentrate on the game. You can help by encouraging them, by accepting their inevitable, occasional mistakes and by offering constructive post-game comments. On the other hand, you could discourage and demoralize the referees by criticizing their decisions, by verbally abusing them and inciting - or even accepting - your own players' overly aggressive behavior.

Your example is powerful, for better or worse. If you insist on fair play, if you concentrate on your players' enjoyment of the game and their overall long-term development, and if you support the referee, your players and their parents will notice. If you encourage (or allow) your players to play outside the rules, if you're overly concerned about results, if you criticize the referee harshly, your players and their parents will also notice.

### **PENALTIES FOR VIOLATIONS**

**Any major infraction: Warning or Dismissal, depending on the seriousness of the infraction**

**Initial Minor Infraction: A verbal warning (from the coach or from ASA officer?)**

**2<sup>nd</sup> Minor Infraction: Written warning from the ASA Board (immediate suspension for one week period, including next scheduled game)**

**3<sup>rd</sup> Minor Infraction: Dismissal from all ASA activities for the remainder of the season.**

### **ECYSA ZERO TOLERANCE POLICY**

It is the responsibility of ALL coaches to maintain the highest standards of conduct for themselves, their players and supporters in all games. Abusive and obscene language, violent play, violent conduct, fighting and other behavior detrimental to the game will not be tolerated. A coach's responsibility for referee support and spectator control includes the times prior to, during and after the game at the field and surrounding areas.

All persons responsible for a team and all the spectators shall support the referee. Failure to do so will undermine the referee's authority and has the potential of creating a hostile environment for the players, the referee and all the other participants and spectators. Consequently, ECYSA has adopted the following rule:

**No one is to address the referee during the game!**

**A. Persons Responsible for a team (Coach & Assistant Coaches)**

**Exceptions:**

**During the game:**

- Responding to a referee initiating a communication

- Making substitutions
- Pointing out emergencies or safety issues.

**At half time or at the end of the game:**

A coach or assistant coach can ask a referee to explain a rule(s) in a polite and constructive way.

A polite and friendly feedback can be given to the referee.

Absolutely no sarcasm, no harassment, and no intimidation.

**Penalties:**

**Any major infraction:** Warning (Caution) or Dismissal (Ejection) depending on the seriousness of the infraction (FIFA)

Initial Minor Infraction: **A verbal warning**

Any Subsequent Infraction will warrant the following actions:

Warning (Caution). (Must be told by the referee that this is their WARNING and must be reported to ECYSA)

Dismissal (Ejection). (Must be told by the referee that they are DISMISSED, their pass card must be kept and reported to ECYSA)

**B. Spectators**

**Exceptions:**

**During the Game:**

Referee initiating a communication

Pointing out emergencies or safety issues

**Penalties:**

1<sup>st</sup> Infraction: The referee, at the next stoppage of play, should ask the coach to quiet the offending spectator.

2<sup>nd</sup> Infraction: A verbal warning. The referee, at the next stoppage of play, should ask the coach to warn the spectator that the next infraction will be a removal of the spectator or the referee will abandon the game.

3<sup>rd</sup> Infraction: The referee, at the next stoppage of play, shall instruct the coach to direct the spectator to leave the field. The referee should abandon the game if the spectator does not leave the field.

If the referee abandons the game, the referee shall file a report and the ECYSA may impose a forfeit on the spectator's team.

**ACKNOWLEDGEMENT**

The undersigned accept this code of conduct and will agree to set a great example, play fair, follow the rules of the ASA at all times. Further, the undersigned acknowledge that the immediate and appropriate action can and will be taken against any and all violators of such code of conduct.

The above Code of Conduct and responsibilities have been read and agreed upon by parent, player and/or coach, as applicable.

Player: \_\_\_\_\_ Date: \_\_\_\_\_

Parent: \_\_\_\_\_ Date: \_\_\_\_\_

Coach: \_\_\_\_\_ Date: \_\_\_\_\_