JUNEAU PARKS AND RECREATION DEPARTMENT
YOUTH INDOOR SOCCER COACHES' MANUAL
2023 SEASON

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Need ideas for skills and drills? Try www.soccerxpert.com or www.Soccerhelp.com

How to contact us:
Monday-Friday, 8:00am-4:30pm, 586-5226 or e-mail amanda.lovejoy@juneau.gov
Website: www.cbjkids.org
After hour's emergencies – referee or gym issues during program hours only please call: (907)321-4680

Attachments

A: Coach Job Description
B: Heads Up Concussion Information
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TO ALL INDOOR SOCCER COACHES

Thank you for volunteering! Without you, our programs would not be possible.

Before beginning the season, we would like to make clear the goals of our youth sports programs. These should be foremost in your minds throughout the next three months as you work with your team. A clear understanding will hopefully lead to a positive experience for both players and coaches.

Participation in sports can help children: learn to relate more effectively to other people; learn to cope with realities they will face later in life; develop lifelong patterns of healthful physical activity; and, most of all, have fun. The number 1 reason kids quit playing sports is it becomes no longer fun. Our sports programs are focused on providing a healthy recreational and social learning experience for children. They are not intended to be miniature professional leagues. Our leagues are designed to allow children to play with their age peers. This allows children to learn lessons like team leadership, developing a work ethic, and developing friendships with a wide range of skill levels. In order to de-emphasize the competitive aspects of the sport, we will not be distributing special awards to the first place teams; instead certificates will be given to <u>all</u> participants. We also ask that the coaches not buy trophies or awards for their team.

Our goal with this program is for kids to grow as people and as athletes. To do that, we ask that our coaches use a positive approach with their players. It is always easy to acknowledge the big things, like a good goal or a fast break away. But also look for and acknowledge the little things, like good hustle on the field, good sportsmanship between players or listening well to coaches. Give kids a smile, a thumbs up and tell them you saw that effort. It makes a difference to a child and reinforces their good behavior. Your influence is never neutral. Juneau Parks & Recreation believes in the Rule of One: one person, one comment, one time can change a life forever.

<u>Here are a few tips on how to make sure the Rule of One can positively affect your athletes:</u>

<u>Be Aware.</u> Your influence is never neutral, and we must be aware of the impact of our words and actions. Don't ever think that you do not make in impact, especially once you are in a position of authority such as a coach or parent. There are certain times that are highly emotional (end of games, after a mistake, after a great play) where your words can be a bit *stickier*. Timing is everything! Catching an athlete doing something great after overcoming adversity or a word of encouragement after a disappointing outcome can be very powerful. Similarly, the opposite can be true. A harsh word after a major disappointment rarely helps, nor does strong criticism right after a player just did something very well. **People tend to remember the things they learn right after they have a strong emotional response to an event, so understand that there are certain times to teach, certain times to inspire, and certain times to leave it unsaid for now.**

<u>Be Intentional:</u> Whenever I substitute a player, I am at midfield to shake every athlete's hand as he or she steps off, regardless of how they played. If they are doing well, it's a smile, a high five and a "well done." If they are struggling or upset, it's a smile, a high five, and a "keep your head up, get a drink, I have an idea that might help and I will be right over." **This takes a bit more effort than many coaches care to exert, but the difference it can make in the life of your athlete can be huge.** Everyone gets acknowledged. Everyone gets a reminder to focus on the process. Every time.

<u>Be Transformational:</u> Coach the person, not the sport. Some kids need a hug, and some need a metaphorical kick in the rear. Some need a quiet word, and others will respond to a shout across the field or court. It is up to you to realize what every individual needs, and do your best to deliver it to him. If you shout at the athlete who responds best to the quiet word on the side, you will not inspire. If you fail to show caring and love to the athlete who never gets them at home, you will not connect. Your delivery must match the needs of the recipient.

A transformational coach values the things that are hard to measure**. It's easy to recognize athletes when you count points, goals, saves, and rebounds, but that is insufficient. Athletes need you to validate the things that are much harder to measure, but mean far more. Was she fearless? Was he a hustler? Did she bring positive energy? Did he improve in the area you worked so hard on in practice?** A life changing "Rule of One" comment will rarely be about something easily measured such as "nice goal out there." But when you say to an athlete **"I'm so proud of you, look at what you have become when you play with such energy and courage" you can change a life.**

- John O'Sullivan, Changing the Game Project - The Rule of One: How One Person, One Comment, One Time Can Change a Life Forever.

What you choose to reward is of critical importance. It is easy to recognize and praise a player who just made a great play, but we are all less likely to reward the player who puts forth great effort but does not make the play. We encourage coaches to stress the primary importance of "effort" rather than "winning the game". Reward effort as often as you reward results. Find something positive that each child did during practice or a game and let them know.

Out of fairness to all children and all teams, please allow only registered players to participate in practices and games. If a child wants to play but has not registered, please have the child contact the Parks and Recreation Department. We will do our best to place each child on a team.

Do not "recruit" players or tell a child that he/she may play on your team because it creates expectations for the child that may discourage their participation if they are placed on another team. Any coach who trades players will be asked to withdraw from our program. All late registrants will be placed on teams still needing players.

It is extremely important that coaches contact their team members and notify each one who their coach is and when the first practice takes place. <u>This is to be done within one day after receiving your roster</u>. If you neglect to do so, it is our experience that kids feel left out and frustrated. Their parents will call Parks and Recreation wondering why their child hasn't been placed on a team. The only response Parks and Recreation can give them is that coaches picked up the material and should be contacting them shortly. Your cooperation in this matter is greatly appreciated by all the parents, participants and staff at Parks and Recreation.

GUIDELINES FOR YOUTH SPORTS COACHES

- Have realistic expectations that reflect the age of your team
- Be patient with different learning styles. There are several different kinds of learning (visual, logical, verbal, aural, physical, social and solitary) and kids may be 1 or a combination of several. If someone is having trouble following verbal instructions, try drawing out the practice plan. Don’t be afraid to talk about it with a parent to figure out a way to help with learning.
- Remember that each child is an individual. When you talk with them, get on their level, make eye contact with each child and make a point of pointing out 1 thing they have done during the practice/game that was great.
- Create a learning atmosphere; be positive, clear and concise with instruction. Be willing to listen to suggestions and ideas
- Reward effort as well as results. Pointing out good hustle on the court or how well a pass was done, even it a point wasn’t earned means as much as celebrating a win.
- If someone makes a mistake, give encouragement! If necessary, give correcting instruction in a positive way
- Establish clear expectations and a team rule concept. Have the team be part of the process and make sure everyone agrees to it.
- If a player violates team rules, don’t be angry or embarrass the player. Focus on what happened and create a plan to move forward. And always be consistent!
- Emphasize that all players are part of the game; if they are on the bench, encourage them to cheer.
- Stress sportsmanship. Have players give each other fives when coming off the court/field. Emphasize that everyone is there for a reason and is essential to the team.
- Set a good example

Create a **FUN** and **SAFE** atmosphere for your team

Philosophy
The Juneau Parks and Recreation Department youth sports program is oriented towards providing a healthy recreational and social learning experience for children. Fun and sportsmanship are emphasized rather than competitive attitudes.

Objectives
To provide an enjoyable learning experience for youth through sports, with the utmost importance placed on the wellbeing of the participant.
To provide a program designed with rules and guidelines, which allow each participant fair treatment throughout the season.
To provide coaches and other adult leaders with the tools to motivate all participants to improve.
To stimulate a higher level of self-esteem for participants.
To teach fundamentals and skills.
To teach the team sport concept.

Definitions:

1) Coach: A Parks & Recreation volunteer, at least 15 years of age, responsible for a specific youth sports team. If younger than 15, an adult 18 years or older, must be present for all games and practices. There must be at least a three year age difference between the coach and the players, except for coaches in the High school age division, who must be 18 years of age and out of high school. The coach serves as the main contact between Parks and Recreation and the players, relaying information and dealing with concerns or incidents.

   The safety and wellbeing of the players at all games and practices is the coach's responsibility, which includes staying at a game/practice facility until all team members rides have arrived. In addition to the administrative and skill development duties, the coach sets an example for the players, exhibiting leadership qualities consistent with Parks and Recreation philosophy and program goals. Please assist the gym supervisors with the setting up of and taking down of all stands, chairs, bleachers, etc. used during games and practice times. Your cooperation is greatly appreciated! **Note: If the coach is not present at the start of a game, a parent must take over as the substitute coach until the coach arrives. If no one is willing to step in, the team without a coach will forfeit the game.**

2) Recreation Coordinator: A full time employee of the Parks and Recreation Department who is responsible for the administration the youth sports leagues. These include game, practice and staff scheduling, problem solving, communication between P&R and the volunteer coaches, parents and guardians of players, and communication between the department and community schools.

3) Game Officials: a part-time employee of the Parks & Recreation department. Not all are professionally trained. Most game officials are youth ages 14-18. Every effort is made to put the best officials on the playing field at all times. The game official is the on the spot authority on any question regarding the game and in enforcing league rules. **The official's decision is final.**

4) Spectators - Non-playing players, coaches, parents and spectators shall be located not less than 3 feet from the outside touch line nor shall they be any closer than 20 feet to the goal line, including behind the goal. No individual will be allowed to run the length of the field, except participants of the game. The referee may stop the game to ask spectators to move.

If an official does not appear for a game, coaches may agree on a person to officiate the game and the game will be official. In no case should the game be delayed more than 10 minutes from scheduled game time. Parks and Recreation should be notified when an official does not show for a game or appears late.

Game Information

1) Schedules are published and available to coaches 5 working days prior to the first league game. The coach will be given a full copy of all league practices and games. Individual players will not receive a full schedule. It is up to the coach to pull a team schedule together and distribute to their team. Schedules are made available online at www.cbjkids.org. Follow the links to Youth Sports and indoor soccer.

2) P&R encourages the formation of carpools.

3) Uniforms are issued by Parks and Recreation and are the official game uniforms. Players must wear team uniforms at all games. Players will not be allowed to play without their team uniform or a shirt of the same color. If a player needs a larger jersey, please let us know before shirts are distributed to team members. Uniforms belong to the Parks and Recreation department and must be given to the coach after each game. The coach or responsible parent can then launder and bring them to the next game.

4) Shoes must be worn while playing. Playing in socks or bare feet is not allowed. For safety of other players, hiking shoes or boots, rain boots and crocs are not allowed. Players will be asked to sit out the game.

5) Teams will have no more than 4 games and/or team practices during a 7 day period. Practices are scheduled by the Parks and Recreation department. Exception: post-season tournament play for high school division. Note: there is a limit to our accessibility into the facilities. Practice time should be equal for each team in a division. Because of this, we ask that the coaches not to rent or obtain facilities for extra practices.

6) Parks and Recreation will provide game and practice equipment. Equipment must be returned to the coach after each game/practice. Coaches and players are encouraged to bring their own equipment. Please make sure players clearly mark personal property with a name and phone number.

7) Each player must play the minimum amount of time designated by the league rules. If a coach fails to have all team members play the required amount of time in a game, including all post-season tournament games, that team will penalized by a forfeit for that game. Only the Recreation Coordinator will issue forfeits. Any situation due to extenuating circumstances may be reviewed by Parks and Recreation.

8) Games and practices scheduled by Parks and Recreation due to adverse weather conditions or facility complications may be rescheduled provided necessary staff and facilities are available. For games, both coaches must agree to the reschedule.

9) Protests are not accepted. The officials' word is final.

10) **Shin guards are required**. If a child does not have shin guards, they cannot participate. P&R has a limited number of shin guards that can be distributed or bought. Shin guards MUST be worn under socks or pants.

Conduct

1) Code of Conduct: There is a standard of conduct expected from every person associated with the Juneau Parks and Recreation youth sports program. Game and league rules control participant conduct on the field during league play. Participants must also be responsible for their conduct during practices and when not actively participating in a game. Appropriate conduct also relates to coaches, parents, referees, and Parks and Recreation staff. Inappropriate conduct can be any of the following, but is not limited to: hitting, pushing, verbal abuse, intimidation, alcohol or drug use prior to or during games/practices and poor sports conduct, including arousing spectators against a referee, player, team or Parks and Recreation staff. The Recreation Coordinator and Youth Center manager will deal with persons acting in an inappropriate manner.

2) Facility Rules: posted rules shall be adhered to and enforced. Failure to comply may result in a violator being asked to leave the premises. Coaches, parents and players are requested to show up **no more than 10 minutes** prior to any scheduled weekend games and **no more than 5 minutes** prior to practices. Warming up and practicing in any area of the school, except the gym, is not allowed. Please be considerate of other users in the facility; don't interrupt another team's practice or game. Players must be picked up within 5 minutes of the end of game or practice. The coach is required to stay with any players waiting for rides to supervise and assist with making phone calls.

3) Player ejection is removal from a game and grounds due to violation of league rules. Ejection of a player results in automatic suspension of that player for the next scheduled game. Parks and Recreation has the authority to suspend players for longer than one game, depending on the severity of the offense. Coaches who are ejected will need to appoint a substitute coach for the remainder of the game. Failure to find a replacement coach will result in a forfeit for that game. Coaches will be allowed to participate in the team's next scheduled game but Parks and Recreation can extend the suspension.

4) Wait List: Teams fill up fast and we generally have players on wait lists. If any players on your team have not shown up, have injured themselves, or quit, please notify us as soon as possible so we may get the waiting kids on teams.

It is your responsibility to keep Parks and Recreation informed of players who are no longer showing up for your team. Parents can contact parks and recreation staff regarding department credits or a refund.

Miscellaneous

1) Parent/Kid scrimmages are not allowed. We believe it is too dangerous. We do encourage parents to participate in games of skill that have to do with the sport (juggling contests, relays) where the parents are not kicking a ball and jumping when children are much smaller than they are, are under and around them. Please send us your ideas of ways that parents can safely be involved – we'd love to hear from you!

2) Coaching from the sidelines is strongly discouraged. Parents should restrict their verbal interactions with players to cheering encouragement and clapping. Coaches should also refrain from shouting instructions to the players. Coaching should take place during practices or on the sidelines.

3) Special requests from coaches for players are not accepted and will be disregarded. Coaches and co-coaches are allowed to have their children on their teams.

4) Silent Saturday: this is a nationwide movement in which coaches and parents do not coach or instruct the players on the field during a soccer game. The objective of Silent Saturday is to give players a chance to trust in themselves and their skills, be leaders and work on their communication skills on the field, to foster greater team interdependence, to support our youth referees by allowing them to make the calls without interference or second guessing from people watching, and to remind everyone that at the reason we are out here is for the kids to have a fun and healthy experience.

   This does not mean that parents cannot clap and say "woohoo", it is to prevent coaching from the sidelines, such as "Pass the ball!" or "Shoot!" or "Jaime is open!" Coaching should take place during practice, not during a game. Coaches may speak to their players on the sidelines and give guidance while the players are on the bench. On Saturday, November 16, 2023, all Parks and Recreation indoor soccer games will invoke a Silent Saturday. We ask all coaches and parents to help us make this a successful event. We encourage each team to make positive signs for the event. Division A (ages 5-6) will not participate in Silent Saturday.

FIRST AID AND SAFETY

Injuries

1) The home phone number that is indicated on the team roster should be called in case of injury. If you cannot get in touch with the parent, please call the emergency contact number. If necessary, the fire department (911) is called for medical emergencies. Parents are responsible for any and all charges resulting from a medical emergency. If you call 911, please contact the Recreation Coordinator at 321-4680

2) There are a limited supply of ice packs and band aids available in the ball cage.

3) Accident report forms shall be filled out for all accidents and injuries. If you are ever in doubt, fill one out and contact the recreation coordinator. Completed forms shall be submitted to the Parks and Recreation staff the next working day. The forms are found in the Parks and Recreation equipment box/storage area and attached to this manual. Email forms to amanda.lovejoy@juneau.org

4) Transportation of injured players to the hospital should only be done by ambulance (parents must authorize on scene) or by parent/guardian of injured player.

5) The Centers for Disease Control & Prevention has created a Heads Up protocol for coaches. You will find a fact sheet at the back of the manual that covers the warning signs and symptoms of a concussion, along with contact information. All coaches are strongly encouraged to take the online training course. The course is completely free and can be found at: https://www.cdc.gov/headsup/youthsports/training/index.html

Safety

1) **Coaches are not allowed to leave any child alone**. The coach must remain until all children have been picked up by their parent/guardian or designated person. All parents are required to pick up their children within 5 minutes of the end of a practice or game. Coaches are expected to call parents upon their failure to show up. If a coach leaves a child alone, they will be asked to resign from their volunteer position.

2) Coaches will not smoke, drink or engage in illegal behavior prior to or during the game. If a coach is found to have engaged in this behavior, they will be asked to resign immediately from their volunteer position.

3) Coaches should walk the gym floor prior to their game to ensure that the field is ready for play.

4) Coaches must verify that their players are wearing shin guards. Players not wearing shin guards are not allowed to play. If at a game you find that a child does not have shin guards, the child must sit out until they have some. If a child does not have shin guards, please contact Amanda Lovejoy at 907-586-2635, ext. 4156.

General Precautions

1) Have players warm up before playing. Proper warmups reduce the incidence of injury. Warm up for duration of 5-15 minutes intense enough to increase body temperature and cause perspiration. Light jogging and ball skills are excellent beginning warmups. The warmup is not only physiologically beneficial, but also helps the player mentally rehearse techniques and tactics. Warmups can prevent injury, increase circulation, improve coordination and increase muscle and blood temperature.

2) Have a cool down period built into practice. This allows muscles to divest blood distributed to the various body extremities. Stretching can also prevent cramping of muscles.

3) Make sure all equipment is safe to use.

4) Develop procedures that will aid in controlling injuries.

5) Develop a plan of actions and responsibilities to be implemented when an injury does occur. Know where the nearest phone is. Carry change if the nearest phone is a pay phone.

6) After an injury, do not return the involved athlete to participation until they are truly ready. If a concussion is suspected, do not return the player to the game. If a concussion has occurred, the family should notify the recreation coordinator; a player will not be allowed to return to play until they have a medical release from a doctor.

7) Due to the potential choking hazard, gum is not allowed during games and practices.

8) Hard brimmed hats are not allowed.

9) Kids should not wear dangling earrings.

ARM AND LEG CASTS

Parents **MUST** notify and receive approval from Parks and Recreation if they wish to allow their child to participate in the program with a cast. The entire cast must be covered in 1/4" foam. The referee will have the final approval of the condition of the cast (before and during the game).

TRANSPORTATION

Rides must be available within five minutes of the end of a game or practice. Coaches should not offer rides to team members.

BLOOD

Each gym will have a biohazard cleanup kit available. Should an injury occur, all contaminated items should be placed into the red bag and dropped off to a paid firefighter at the Juneau or Glacier Fire Station. Please contact Parks and Recreation for replacement of biohazard clean up materials.

Gym Floor Safety

Dust and fuzz balls accumulate on floors causing them to get slippery. Ask the gym supervisor to sweep the floor when this occurs. If the gym supervisor is busy dealing with other gym related duties, feel free to do it yourself.

Inclusive Language

Our department is committed to using gender neutral and inclusive language. We ask that our coaches use words that includes everyone on the team in a kind manner.



YOUTH SPORTS TEAM SELECTION CRITERIA

The following procedure for selection of youth sports is a result of recommendations made by participants, volunteer coaches, and staff. These procedures will be used in forming teams in each youth sports league.

Youth player registration will be open for a ten-day period or until available spaces are filled, whichever comes first, prior to assigning teams.

Registration must be made by a parent or legal guardian (signature is required on a waiver) at the Juneau Parks and Recreation main office (second floor of the Municipal Building), the Zach Gordon Youth Center, or sent via mail, email or fax.

Parents will be asked to rate each registered player on a scale of 1-5 according to overall ability. Coaches rating from prior seasons may be utilized as an indicator of skill level.

On a pre-determined date, the Recreation Coordinator will place registered players on teams after determining a minimum and maximum number for team rosters. Teams will be formed with the minimum number of players when possible. The number of registrants will determine this. Team assignments will be made according to the following criteria:

- Where players attend school: town/Douglas or valley.
- Age group (5-6, 7-8, 9-10, 11-14).
- Skill ability as rated by parent/previous coach/P&R staff (to achieve a balance among teams).
- The players' gender.
- Special requests will be allowed for immediate family members to be placed on the same team (i.e., brothers or sisters placed together or a parent requesting to coach their child's team). One coach per team will be allowed to request that their own children play on their team. **Assistant coach or co-coaches requests will be considered on an individual basis.**
- Late registration is addressed below.

After team selection, team rosters will be assigned to coaches. Individual coaches will contact players. Coaches may not see or obtain knowledge of who is on their roster prior to the pre-season coaches meeting. **If it becomes known that a coach is attempting to recruit players, he/she may be asked not to participate in the program.**

Specific requests for team assignments made by parents will be considered on an individual basis. Decisions related to these requests will be made only by staff and will be based on the merits of what is best for the child and the program. Parks and Recreation will attempt to honor requests for transportation purposes but must retain the right to deny any request in order to maintain control over team balance. **Coach requests will not be considered.**

Registration will be open after teams are chosen but only on a space available basis. Late registrants will be placed according to skill levels needed to balance the division and the number of open positions on rosters. The number of seasons played and whether they are male or female will also be taken into consideration.

LOCAL RULES

Games may be played at Auke Bay, Dzantik'i Heeni, Floyd Dryden, Harborview, Marie Drake, Kaxdigoowu Heen, and Mendenhall River gymnasiums.

Each team will be allotted one practice hour of gym time per week. Practices will be scheduled in advance by Parks and Recreation. Please report any cancellations so we can make full use of the gyms. There is a limit to our accessibility into the facilities and practices should be equal for each team in a division. Because of this, we ask that coaches not rent or obtain facilities for extra team practices.

League Structure

Youth indoor soccer will consist of the following divisions: Division A (ages 5-6), Division B (ages 7-8), Division C (ages 9-10), and Division D (ages 11-14). Active team rosters should consist of no more than ten players (A-D), some exceptions may be made though.

Division A: Ages 5-6

- Coed and Girls divisions
- Recreation oriented with an emphasis on skill building, sportsmanship and positive introduction to rules and game fundamentals
- Instruction takes place in regular league format: 1 practice and 1 game per week. No post season play.
- Scores are not kept
- Coaches will act as the referee; this will allow them to stop the game to make corrections and control the flow of the game
- All participants receive certificates of participation. No other awards are given.

Divisions B & C: Ages 7-10

- Coed and Girls divisions
- Recreation oriented with an emphasis on skill building, sportsmanship and positive introduction to rules and game fundamentals
- Instruction takes place in regular league format: 1 practice and 1 game per week. No post season play.
- Scores are not kept
- All participants receive certificates of participation. No other awards are given.

Division D (ages 11-14)

- Coed division
- Recreation oriented with emphasis on game fundamentals, sportsmanship, team concepts, and offensive and defensive strategies
- Regular league format: 1 practice and 1 game per week. Post season tournament is possible depending on number of teams.
- Scores are kept but not statistics

Game Regulations

Ball Sizes: Division A, #4; Division B & C, #4; Division D, #5

Heading: Heading a ball (when a player uses their head to play the ball in any direction) is not allowed at any age division. If a child intentionally heads a ball, the referee will blow the whistle and give a warning. This will not result in a penalty or turnover and play will resume at the site of the call.

Cancellation of Games: Teams must show up for games unless otherwise notified by Parks and Recreation. Games called because of weather will only be rescheduled under the following criteria: 1.) Field space is available within one week of the cancelled game; 2.) Both coaches agree to the reschedule. If any one of these conditions cannot be met, the game will not be rescheduled and each team will receive a tie for the game.

Mandatory playing time per person: All players shall play at least one-half of the **regulation** game time allotted. Coaches should construct a substitution grid to insure equal playing of all players. If a player consistently arrives late or misses practices for no legitimate reason, the coach can shorten the minimum playing time to one-quarter of the game time allotted. **The coach must notify the official, the opposing coach, and the affected player, prior to the start of the game or when the player arrives, if disciplinary actions are being used on players.**

Teams: the game is played by two teams consisting of 5 players each, one of whom is the goalkeeper. Please note, all games played at Dzantik'I Heeni (regardless of age group) are two teams consisting of 6 players each, one of whom is a goal keeper.

Game Time Structure: Division A-C play four 10 minute quarters with 1 minute break between and a 5 minute halftime. Division D plays two 22 minute halves and a 5 minute halftime.
There is no overtime for any division during the regular season.
There is no stopped clock for injury, time outs, or any other altercations occurring during the game. Both teams will alternate sides of the court at half time.

Forfeit and Graced Period (11-14 age): When a team does not have the required minimum four players present, there is a 10-minute grace period (deducted from game time) to start play. Failure to field four players at the end of the 10-minute grace period results in a forfeit. Play begins as soon as the fourth players arrives. After the forfeit is announced, both teams may continue to scrimmage within the scheduled time frame. The game officials is available to referee the scrimmage if the coaches desire. If a team falls below four players during the game, the official will stop the game and declare a forfeit. The game can then continue as a scrimmage.

Post Season Hardship: When a team loses players due to injury or players traveling out of town that brings the team below the required 4 players to play during the tournament, the coach should notify the P&R department will assign players (up to 4) from either the waitlist or from an eliminated team. The coach will have NO SAY in who is placed on their team and any requests will be denied. The replaced player may not return.

Mandatory Playing Time per Participant: All participants must play one half of the allotted regulation game time per game. Coaches should construct a substitution grid to ensure adequate playing time for all players.

Exceptions to mandatory Playing Time: if a player arrives late or is being disciplined by the coach for unexcused absences from games or practices. If you plan on enforcing this with your players, we suggest making it a team rule that is discussed with players and parents at the beginning of the season, and that you enforce it throughout the entire season. If a coach fails to have all team members play the required amount of time in a game, including all post season tournament games, that team will be penalized by a forfeit for that game. Please notify the official, the opposing coach, the player and their parents before the game begins if a player will not be in for at least half of the game. Only the Recreation Coordinator and Recreation Supervisors will issue forfeits.

The Recreation Coordinator will periodically be at games to monitor playing time. In most cases the coach is unaware of a discrepancy in playing time – or there isn't a discrepancy at all. For this reason, don't be offended if we approach you. Instead, allow us to act as a resource in clearing up a potential problem; we're there for the kids.

Kick Off: The referee will conduct a coin toss or rock/paper/scissors to begin the game. The team winning the toss will have kickoff; the other team will choose side. Teams will alternate the kickoff at the beginning of each quarter or half-time. The referee will keep the official time and score.

Offside: There is no off sides.

Goal Box or Crease: these terms are used throughout the manual and mean the same thing.

Out of Bounds: The ball is out of bounds if it:

- Touches any part of the ceiling
- Strikes the wall above the pattern change (approximately 10 feet)
- Is trapped behind the goal
- Touches any part of the basketball backboards.
- Players may retrieve the ball and bring it back into play if it goes into or under the stands or down the stairs without receiving a hand ball penalty. The referee will have the discretion to blow the play dead if the player bringing the ball into play gives their team a definite advantage.
    - Sideline, Ceiling and Backboard out of bounds – restart with an indirect free kick from the point of the KICK, not where it went out of bounds. A player may allow up to three feet of space between the ball and a wall or other obstruction before taking a kick.
    - Bleachers/Stairs, out of bounds – restart with an indirect free kick from a point directly out from where it went OUT of bounds, not where it was kicked from (must have hit below the regular out of bounds

height.

- Goal out of bounds – any time the ball is trapped behind or in the side of the net, or the goalie goes behind the goal to retrieve the ball, it will be considered a dead ball and possession goes to the defending team to do a roll out. If, however, the referee notices a team purposely kicking the ball behind the net to waste time or stall the game, the team will first be given a warning. If such action continues to occur, an unsportsmanlike yellow card is given.
- Defending Team Playing Ball above out of bounds height – If the ball, upon rebounding off the goalkeeper, leaves the goal area and makes contact with the end or side walls above the out of bounds height or the ceiling, an indirect kick shall be awarded to the attacking team from a point 12 feet from the edge of the goal crease, 3 feet from the wall. If the ball is played by a defender and makes contact with the end wall above the out of bounds height, an indirect free kick shall be awarded to the attacking team from a point 12 feet from the edge of the goal crease and 3 feet from the end wall.

Using Arms for Protection: males and females are allowed to use their arms as protection, as long as it is not used to influence the direction of the ball.

Yellow & Red cards: a yellow card is a warning card issued by the referee to a player or coach. If the person to whom it was issued does not comply with the warning, a red card may follow. A player receiving a yellow card must be substituted off the floor. They may return to the floor when the coach feels they are ready.
A red card is an ejection issued by the referee against a player or coach for misconduct such as striking/hitting another player, or use of abusive language by coach or spectator or any participant. Penalty kicks are given to the opposing team after a red card has been issued (except in the case of a person receiving a 2nd yellow card). Players receiving red cards must be replaced. If a player or coach accumulates two red cards or four yellow cards (or some combination of the two) over the course of the season they could receive additional suspensions with times and terms to be determined by the Recreation Coordinator and Recreation Supervisor.

Please Note: The games official is the authority on the court and his/her decision is final. Protests will not be accepted. It is also up to the referee's discretion to allow ejected players to sit on their team's bench following an ejection from the game.

Free Kicks: The ball must be stationary before the kick can be taken, and the defenders must be 12 feet from the ball. A re-kick will not be awarded to the offense if the kick is blocked by the defense, if the defense is not given ample time to move twelve feet back from the ball because of the offense attempting to hurry the kick to gain a quick advantage. In most cases this would be a judgment call made by the referee. A player may allow up to three feet of space between the ball and wall or other obstruction before taking a kick.

Goal Area:

- Division D: at the ends of the playing area, two semi-circles of 12 feet radius shall be taped on the floor, from a center point on the goal line midway between the goal posts. Each of the spaces enclosed within these semi-circles shall be the goal area or crease.
- Divisions A-C; use the lines already on the gym floor (the basketball "key" area). Check with official if you are unsure which lines to use.

Goals: All goals shall be placed on the center of each goal line and pushed against the wall.

- Divisions A-C: 8'x6' goal
- Division D: 12'x8' goal

Goalie's Box/Crease: The goal box is designed to protect the goalie from physical injury from charging offensive players. The following conditions apply to the goalie box playing area:

- An offensive player cannot enter the goalie box to seek an unfair advantage. This is penalized by award of a direct free kick to the defense and nullification of any goal scored as a result of that infraction. The ball is considered the goalkeepers when the whole of the ball is over a goal box line, inside the crease.
- Divisions A-C, defensive players are allowed in their own team's goal box. Division D, defensive players are not allowed in their own team's goal box. All Divisions, the goalie may not handle the ball outside of the goal box with

their hands.

- If the ball becomes trapped behind the net, or the goalie goes behind the net to retrieve the ball, play will be stopped. The ball should only be retrieved by the goalie. Play is resumed with a roll out. For a violation of this condition (anyone but the goalie retrieving the ball from behind the net) penalize the attacking team with the award of a roll out to the defensive team; and the defensive team with the award of an indirect free kick to the offensive team, to be taken at the corner for Div. A-C and from a spot 12 feet from the crease line – three feet from the wall for D.
- Division D Only: when a player of the defending team (other than the goalkeeper) enters the goal area to seek an unfair advantage, their team shall be penalized by the award of a penalty kick to the opposing team. In interpreting this infraction, the player is considered to have entered the goal area if he strikes the ball when the whole of the ball is over the goal crease line inside the crease or if they become part of the play by their position in the crease at the time or immediately before the play.
- All Divisions: The goalie is not allowed to play the ball outside of the goal box with their feet, dribble the ball back into the goal box and pick up the ball with their hands.
- Division D only: The "back pass to the goalie" rule applies to Juneau Parks and Recreation indoor soccer. A back pass is a pass made by a player to his own goalie. The goalie is allowed to play the ball with their feet without penalty. A penalty would occur when the goalie touches the ball with their hands after it has been deliberately kicked to them by a teammate. Divisions A-C are not penalized for a "back pass to the goalie".

Examples of Unfair Advantage/No Advantage

- A playable ball is any ball outside or on the crease line
- It is always dangerous play if any contact is made with the goalie inside the crease
- If the foot of anyone kicking a PLAYABLE ball crosses the crease, no advantage is being sought, so no penalty should be called
- If the foot of anyone kicking a PLAYABLE ball crosses the crease and then the foot lands in the goal area, this is an unfair advantage (using the goal as the playing field) and should be called a penalty.
- If a defender enters the crease, but is not involved in the play, they are not seeking an unfair advantage. If however, they become part of the play by their position in the crease at the time or immediately before, they have sought an unfair advantage and a penalty should be called.

Penalty Spot:

- Division D: the penalty spot shall be located on the centerline between the goal posts at a distance of 20feet from the goal line.
- Divisions A-C: the penalty spot shall be located at the centerline between the goal posts at the top of the key.

Goalkeeper putting the ball back into play:

- After the goalkeeper has gathered the ball into their hands, either as a result of a save or gathering the ball from behind the net or after a goalie sub, the goalkeeper will put the ball back into play by throwing the ball from at or below waist level into play outside the goal area. The ball must be throw in such a manner to either be played by any other player or bounce before crossing the half way line (half court) and not go above their waist after it has been released by the goalkeeper.
- The goalkeeper may use one or both hands. Once the goalkeeper has released the ball from their hands, another player must play the ball before the goalkeeper can touch it again with their hands. The goalkeeper may choose not to use their hands to control the ball during the game. In these situations the ball is played out of the goal are using their feet.
- If the goalie accidently releases the ball outside the goal box area (their hands cross the plane of the goal line), there is no advantage being gained and a hand ball should not be called. However, if they goalie reaches outside of the goal box area to pick up the ball, an advantage is being gained and a handball should be called. A violation occurs after five seconds without a release, the penalty is a delay of game.
- For any infraction of this rule, an indirect free kick will be awarded against the goalkeeper. This free kick is taken from the corner from a spot 12 feet outside the crease line.
- When the goalie is attempting to roll the ball into play, attacking players **MUST STAND STILL** near the goal box lines. The attacking player may not move or dance with the goalie as the goalie tries to release the ball, or stand still and

stick a foot out to try to intercept the ball. The attaching player may not jump up and down but may back away from the goalie. These rules do not apply when the attacking player is more than 12 feet away from the goal box or when the goalie is playing the ball with their feet.

Rules of Indoor Soccer

The Referee and the Play of the game

The game of soccer is a free flowing and creative sport that is meant to be played without stoppages insofar as possible. The role of the referee is to maintain control of the game without unduly interfering with its flow. Ideally, one should come away from a game with the feeling that it was fairly played and not even realize that a referee was on the court. In reality, however, this seldom occurs because of a number of variables in the game. These variables include the skill levels of the players, the playing style of the teams, the referee's knowledge of the rules and how they apply them to various situations and, very importantly, the viewer's knowledge of the rules, physical location with respect to the action and personal involvement in the game.

As one gains knowledge of the rules, it becomes easier to understand why a referee stops play or lets it continue. As a coach, you need to respect these decisions, even though you may not agree with them. This is not to say that you will not run into terrible referees or that excellent referees do not occasionally make mistakes; both happen. In the former case you should discuss the problem with the Recreation Coordinator. In the latter case, bite your tongue and hope for a favorable call the next time. In no case should you open dissent toward the referee. Dissent can have a number of adverse effects, the most important being the following: Degradation of the quality of play as players dwell on what is wrong; degradation of the spirit of the game as coaches, spectators and players become more hostile; and the possibility of cautions (yellow card) or ejection (red card) from the referee.

You will find that trained referees govern the game in a predictable manner and will not stop action, even for fouls, unless there is a reason to do so. However, each referee interprets and applies these rules in a way that is unique to themselves. You should expect to find subtle differences between two referees. You should expect a referee to stop the game and call a foul for reason such as:

- If a failure to call the foul will result in the offending team gaining an advantage. Conversely, a referee will usually not stop play if the offended team would lose an advantage because of the stoppage. The referee will simply say "play on."
- If one or both teams (or individual players) show evidence of being too physical or foul prone, the referee will call fouls very closely in order to maintain control of the game, to keep tempers calm and to prevent injuries.
- If a player commits a clearly deliberate foul, especially one that might cause injury or lead to retaliation, the referee will immediately stop the game and take appropriate action.

Playing Fouls

There are two types of playing fouls in soccer: Penalty fouls and technical fouls. Penalty fouls are the more serious and the game is restarted with a direct free kick by the offended team. On the other hand, the game is restarted with an indirect free kick after a technical foul.

<u>Penalty Fouls (Direct Free Kick – from where the offense occurred)</u>

- Kicks or attempts to kick an opponent
- Trips or attempts to trip an opponent; examples include throwing or attempting to throw opposing player by use of legs or by stopping in front of or behind them
- Jumps at an opponent in a violent or dangerous manner
- Charges an opponent in a violent or dangerous manner
- Strikes or attempts to strike an opponent
- Pushes an opponent
- Tackles an opponent to gain possession of the ball, making contact with the opponent before contacting the ball
- Holds an opponent

- Spits at an opponent
- Handles the ball deliberately (except for the goalkeeper within their goal area)
- "Boarding", smashing a player into the wall
- Offensive player entering the opponents goal box to seek an unfair advantage
- Slide tackling an opponent or slide kicking when players or objects are within playing distance.

These 13 offenses are fouls only if they are done in a manner considered by the referee, to be careless, reckless or using excess force. In general, since most of these fouls can be dangerous, most referees will call them rather closely. The major exception is a handball; often the ball will hit a player's arm inadvertently or because it was kicked so hard the player had no time to react to it. This is never a foul.

Technical Fouls (Indirect Free kick – from where the offense occurred)

- Placing the hand or body on the wall to gain an unfair advantage.
- Playing in a dangerous manner; including unintentionally kicking the ball into a "wall" of players and hitting them above the waist
- Impeding or obstructing the progress of an opponent
- When playing as a goalkeeper, using tactics which are designed to hold up the game and thus waste time so as to give an unfair advantage to this or her own team
- Having more than five players (six at DZ) on the court at a time
- When playing as a goalkeeper, bringing the ball back into play with an illegal rollout, including doing a drop kick directly to the foot, from inside the goal box
- Obstructing the goalkeeper, at the crease line, from releasing the ball into play from their hands (this does not apply if the goalie has controlled the ball with their feet and is attempting to kick the ball into play)
- Charging with the shoulder, when the ball is not within playing distance
- A goalie touching a ball that was intentionally passed to them from a teammate (Division D only)
- When a goalkeeper touches the ball with their hands after having gone outside the goal area, playing the ball with the feet and brings it back into the goal area (division D only).

Penalty Kick Fouls

- For divisions A, B, C (ages 5-10) the ball is placed at the top of the key in front of the offending team's goal. For Division D (11-14) the ball is placed 20 feet out from the offending team's goal. The goalie must remain on the goal line facing the kicker until the ball has been kicked. The goalie may move, but most stay on the goal line.
- The offensive team chooses a player, from any of the players on the court at the time of the infraction, to take the kick. All other players from both teams must move to a position that is behind the ball and at least 10 feet from the kicker. They must remain there until the ball has been kicked
- The goalie may not be substituted for in a penalty kick situation.
- As soon as the ball is kicked, it is in play and all players may resume play In the event that a goal is not scored from the penalty shot, the ball is live and play continues. Note: As in any penalty shot, the kicker may not touch the ball a second time until it has been touched by a player from either team.

Penalties/Sanctions

- If the player taking the penalty kick infringes on the Rules of the Game – the referee will allow the kick to proceed. If the ball enters the goal, the kick is retaken. If the ball does not enter the goal, the kick is not retaken.
- If the goalkeeper infringes on the Rules of the game – the referee will allow the kick to proceed. If the ball enters the goal, a goal is awarded; if the ball does not enter the goal, the kick is retaken.
- If a teammate of the player taking the kick moves in front of the penalty mark – the referee allows the kick to proceed. If the ball enters the goal, the kick is retaken. If the ball does not enter the goal, the kick is not retaken.
- If a player on both teams infringe on the Rules of the Game – the kick is retaken

Defensive Player in Goal Area – for Division D (11-14)

When a player of the defending team (other than the goalkeeper) enters the goal area to seek an unfair advantage, his team shall be penalized by the award of a penalty kick to the opposing team (see page…for examples).

Misconduct Fouls

There are two types of misconduct fouls: Cautionary fouls and ejection fouls. When a referee calls either of these fouls, they will stop the game, approach the offending player, take their name and raise either a yellow card (for a cautionary foul) or a red card (for ejection foul). If a player receives a red card, they must leave the game at once and may not play again in either that game or the next game. Parks & Recreation extend the one game suspension depending on the severity of the infraction.

In Youth league soccer in Juneau, coaches can also commit misconduct fouls. It is extremely important for coaches to conduct themselves in an exemplary manner since they are acting as a role model for the players. In the rare instance in which a coach receives a red card, they must turn the team over to another adult and immediately leave the gym. Failure to find a replacement or leave will result in the referee abandoning (stopping) the game. The result is usually a forfeit by the team of the offending coach.

Cautionary Fouls (Yellow Card)

- Persistently infringes on the Rules of the Game
- Shows dissent by word or action
- Delays the restart of play
- Fails to respect eh required distance (12 feet) when pay is restarted with a free kick
- Is guilty of unsporting behavior. This is a wide-ranging foul that covers a multitude of offenses. It includes: Jumping up and down or waving arms in front of opponent who is trying to play the game or bring the ball into play; yelling at or making loud noises at an opponent in an effort to distract or intimidate them; saying anything critical to or about a teammate, coach, opponent or referee; coaches unnecessarily delaying the game because of slow substitution of players; intentionally kicking the ball into a “wall” of players –with intent to hurt- and hitting them above the waist.

A player receiving a yellow card must be substituted off the floor. They may return to the floor when the coach feels they are ready. Play is restarted with a Direct Free Kick.

Ejection Fouls (Red Card)

- Is guilty of violent conduct
- Is guilty of serious foul play (including the goalie deliberately sliding out of the goal box to “take out” an opponent
- Use of offensive, insulting, or abrasive language
- Receives a second caution in the same match (in this case, a penalty kick would not take place)
- Denies an opponent a goal or an obvious goal scoring opportunity by deliberately handling the ball
- Denies an obvious goal scoring opportunity to an opponent moving towards the player’s goal by an offense punishable by a free kick (break away)
- Spits at an opponent or any other person

Play is restarted with a Penalty Kick

Technical Rules of Play

Kickoff

The kickoff is an indirect free kick, in any direction. The ball must touch another player, besides the goalie, for a goal to be scored. If however, the ball goes directly to the goalie and the goalie takes possession/control of the ball, a goal can be scored. The goalie is considered to be in control of the ball by touching it with any part of their hands or arm or stopping the ball with their fee. The defending team must remain 12 feet from the ball until it is kicked.

Inbound Kick

When a ball goes out of bound (hits the ceiling, the wall above the pattern change, backboard or hanging mats at FD) the ball is brought back into play **from the point of the kick**. When a ball goes out of bounds due to an obstruction in the gym and cannot be set back into play by a player, the ball is brought back into play at the nearest point where the ball **went out of bounds**. A player may allow up to three feet of space between the ball and wall or other obstruction before kicking the ball.

Back Wall out of bounds

Back wall out of bounds is not a roll out. It is brought back into play from the point of the kick. Shots deflected out of bounds off the goalie are taken as indirect kicks, 12 feet from the goal box line and 3 feet from the wall.

Direct Free Kick

When a ball is brought into play on a direct free kick (after a penalty foul or a kick from the corner) a goal may be scored without the ball ever having touched a second person.

Indirect Free Kick

When the ball is brought back into play for any reason other than a penalty foul, it is an indirect free kick. Another player (either team) must touch it before a goal can be scored. If it goes directly in the goal, it is brought back out with a roll out.

Bringing the ball back into play

On a kickoff, kick from the corner, inbound kick, direct free kick, or indirect free kick, the person bringing the ball back into play may not touch the ball a second time until it has been touched by another player from either team. If this occurs, the opposing team receives an indirect free kick from the point of infraction.

Drop Ball

If the referee suspends play while the ball is still in bounds, it is brought back into play by dropping the ball where it was when play was suspended, or 12 feet from the goal box line, if play was stopped within 12 feet of any goal area. Play is suspended for injuries or other unusual situations. The ball must touch the ground before a play may kick it. The player who first touches the ball may touch it again even if no one else has touched it.

Ball behind the net

If the ball passes behind the net and goes straight through to the other side, play will be allowed to continue. However, if it gets caught in the net or is significantly impede by the net, or the goalie goes behind the goal, play will be stopped. Only the goalie may retrieve the ball and the defense brings the ball back into play with a rollout regardless of which team kicked the ball behind the net. If, however, the referee notices a team purposely kicking the ball behind the net to waste time or stall the game, the team will first be given a warning. If such action continues to occur, then a yellow card for unsportsmanlike conduct will be given. No other player may go behind the net to play or retrieve the ball. If an offensive player commits this act, the defense brings the ball into play with a roll out. If a defensive player commits this act, the offensive team brings the ball into play with an indirect free kick from the corner for Divisions A-C. For Division D, 12 feet from the edge of the goal crease, 3 feet from the end of wall.

Scoring a goal

A goal is scored when the whole of the ball has passed over the goal line, between the goal posts, under the crossbar, provided it has not been thrown, carried or propelled by the hand or arm of a player of the attacking side, except in the case of a goalkeeper who is within their own goal area.

Coaches of 5-6 year old teams on the floor

Coaches of 5-6 year olds may be on the floor to coach the players for the entire season. Only one coach for each team may be on the floor. The coach should try to stay toward the side of the playing area as much as possible. The coach must always stay away from the area in front of their team's goal when the ball is in that half of the court. In no case may the coach interfere with the ball or with the action of the game.

Substitutions

Injury: a coach may replace an injured player at any time without stoppage in the action. As soon as the injured player is completely off the floor, the substitute may enter. The ref may also stop play for more serious injuries. The coach must notify the referee when subbing a goalie.

Dead ball: all groups may use this method of substitution. A coach may call for a substitution when the ball has gone out of

bounds or when their goalie is in possession of the ball inside their goal area. A coach may not do a dead ball substitution when either team is bringing the ball into play after a foul. The coach must notify the referee when subbing a goalie. If "sub" is not yelled to gain the referee's attention, play will continue and subbing may occur on the fly or at the next dead ball. When one team is subbing the other team may also do so.

Substituting on the fly: Divisions A & B may substitute on the fly with some restrictions. Subbing on the fly will be one player for one player. For Divisions C & D, see below.

Substituting Players for 5-6 & 7-8 year old divisions

Since soccer is meant to be played with as few interruptions as possible, a coach should plan substitutions carefully. The following method will ensure a smooth exchange of players:

- Decide which players will be going in and who they will replace
- At an appropriate time (at the end of a quarter, after a goal, or out of bounds) gain the referee's attention by yelling "sub!"
- After the referee signals you may substitute, yell out the names of the players who are leaving. As soon as they leave the floor, send in the subs.
- Subbing on the fly will be allowed on a one player for one player basis (2 or more players on the same team cannot sub at the same time on the fly). As soon as the player is off the court, the substitute may enter and play.

Substituting Players for 9-10 & 11-14 Divisions

Older players are usually quite familiar with the flow of the game, so they do not need a stoppage of the action in order to substitute players. Although coaches may wish to call for a substitution on a dead ball, they are encouraged to substitute on the fly, i.e. during play.

- Decide which player will be going into the game and for whom
- Yell to the player on the court whom you want to bring out
- As soon as the player is off the court, the substitute may enter and play
- Goalie subs can only be done on dead-ball situations or when your goalie has possession of the ball. The proper restart in this situation will always be a roll out by a new goalie.

Bring the ball into Play

When a player prepares to bring the ball back into play after a foul, out of bounds, etc. players on the defending team must immediately move back at least 12 feet from the ball and remain there until it is kicked. However, it is often to the offensive team's advantage to bring the ball back into play as soon as possible. This might occur when the defense is in disarray or a teammate is open down the court. In such cases, an offensive player may choose to kick the ball back into play as soon as the ball is stationary and not wait for a defensive player to back away. If a player chooses this option, however, they cannot later ask for a re-kick and 12 feet in the event the defense intercepts the ball.

Referee Hand signals for direct and indirect kicks

The referee should point his or her arm in the direction that a kick it to be taken. If it is a direct free kick, the arm should be lowered. If it is an indirect kick however, the arm should be raised straight up and kept there until a second player (from either team) has touched the ball.

Facility Procedures

If the gym supervisor is not present by the scheduled starting time, follow these procedures:

1. **Call Amanda Lovejoy at 907-321-4680. This is the emergency cell phone for youth sports**
2. Do not attempt to enter the gym. This is trespassing
3. Do not attempt to contact the principal of the school as they are not responsible for Parks & Recreation activities
4. Canceled Games will be rescheduled on a space available basis.

If a referee is not present at game time, please find a parent, spectator or coach to start the game right away. Contact the emergency youth sports cell phone at 907-321-4680 to find out should be there. Again, do a followup call if the referee shows up.

Use of facility: Please remember that we are guests in the gyms. In order for us to have continued use of these facilities, we must treat them accordingly. Please urge your team members and parents to cooperate.

All facilities are Drug Free Zones and smoking is not allowed on school property (entryways and parking lots)
Please do not park in fire lanes. Illegally parked cars are subject to impoundment
An adult must supervise all young children brought to the gym at all times. Do not allow siblings to play in the hallways or foyer areas of the school
After the last game of the evening, please leave the gym promptly. Rides are to be available to all players within five minutes of game/practice end
No glass containers in the gym
Game shoes should be carried into the gym
Gym shoes must be worn while on the gym floor, playing in socks or bare feet will not be allowed. For the safety of other players, hiking shoes/boots are unacceptable for playing soccer. Penalty: Removal form the game. Gym supervisors may ask participants to do a scuff test. If a shoe marks the floor, the shoes will not be allowed on the floor. If you are looking to purchase new shoes, please try to buy those with light colored soles.

Community Schools Facility Supervisors are available to assist/direct youth sports coaches and participants at the facility, i.e. signing in, equipment set-up and distribution, keeping the gym floor dust free, and handling first aid or any other incidents that occur.

For your information, the following chart shows the square footage of gymnasiums used for the Juneau Parks and Recreation indoor soccer program:

Gymnasium	Square Footage
Floyd Dryden	**9622**
Marie Drake	**9278**
Mendenhall River	**6718**
Harborview	**6333**
Auke Bay	**5344**
Dzantik'I Heeni	**13600**
Kaxdigoowu Heen	**3000**
Glacier Valley	**5780**
Gastineau	**2960**

Volunteer Coach Job Description

Title
Volunteer coach for the Juneau Parks & Recreation Department

Job Mission
To provide all the youth of Juneau with the opportunity to play in recreational sports in a positive, fun and safe environment with a focus on team building and good sportsmanship that helps children develop new friendships, self-esteem, and life-long healthy habits.

Experience & Training
Head coaches must be 18 years of age. If a high schooler wishes to volunteer as part of their community service project, they must be 14 years of age and will be paired with an adult coach. They will work in tandem for the season. Must have an interest in working with children and helping them grow as individuals. Should have some knowledge of the game and be able to perform the basic skills needed to teach.

General Statement of Duties
Teaches and coaches children ages 5-18 the fundamentals of youth soccer (indoor and outdoor) or youth basketball. The volunteer is responsible for creating a safe and comfortable environment for all children to learn and play; is responsible for the children on his/her team during practices and games, offering a positive experience for everyone. The volunteer coach acts as a role model for good sportsmanship and fair play, acting as a leader to athletes and their families.

Responsibilities
- Oversees and manages the players and team. This means NEVER leaving a child alone after a practice or game
- Plan and supervise games and practices; occasionally act as a referee if one is not available. If unable to attend a practice or game, find a suitable substitute
- Supervise assistant coaches and team parents
- Organize equal play time for ALL participants
- Works supportively and respectfully with P&R staff, referees, Community School site attendants, other coaches and parents
- Communicates all league information; this includes games, practices, cancellations, news and any information from the Parks & Recreation department
- Provides a safe environment for all players
- Teach fundamentals of the sport to the youth athletes, as well as sportsmanship and proper behavior during games
- Conduct yourself in a good sportsmanlike manner and ensure that all players, assistant coaches and parents learn and model good sportsmanship
- Encourage the involvement of parents; this can include recruiting a "snack person", a communication helper, bench supervisor, timer and score keeper
- Responsible for equipment and jerseys assigned to the team
- Schedule and conduct any necessary parent meeting
- Put the feelings of the players ahead of your and the parent's desire to win

Qualifications
- Successfully complete the volunteer application and pass a background check
- Attend any coaching meetings
- Ability to work well and communicate effectively with children on a one-on-one basis and as a group
- Be able to establish positive relationships with parents and children, along with P&R staff
- Must not want to win at all costs
- Must display a positive attitude
- Must be enthusiastic, friendly and patient, especially with children
- Must be organized
- Must be dependable
- Must be able to model good sportsmanship and maintain self-control

Zach Gordon Youth Center

HEADS UP CONCUSSION ACTION PLAN

IF YOU SUSPECT THAT AN ATHLETE HAS A CONCUSSION, YOU SHOULD TAKE THE FOLLOWING STEPS:

1. Remove the athlete from play.
2. Ensure that the athlete is evaluated by a health care professional experienced in evaluating for concussion. Do not try to judge the seriousness of the injury yourself.
3. Inform the athlete's parents or guardians about the possible concussion and give them the fact sheet on concussion.
4. Keep the athlete out of play the day of the injury. An athlete should only return to play with permission from a health care professional, who is experienced in evaluating for concussion.

"IT'S BETTER TO MISS ONE GAME THAN THE WHOLE SEASON."



CONCUSSION SIGNS AND SYMPTOMS

Athletes who experience one or more of the signs and symptoms listed below after a bump, blow, or jolt to the head or body may have a concussion.

SYMPTOMS REPORTED BY ATHLETE
- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not "feeling right" or is "feeling down"

SIGNS OBSERVED BY COACHING STAFF
- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to hit or fall

JOIN THE CONVERSATION AT www.facebook.com/CDCHeadsUp

TO LEARN MORE GO TO >> WWW.CDC.GOV/CONCUSSION

Content Source: CDC's Heads Up Program. Created through a grant to the CDC Foundation from the National Operating Committee on Standards for Athletic Equipment (NOCSAE).

	1st QTR		2nd QTR		3rd QTR		4th QTR	
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

Juneau Parks and Recreation Youth Sports
Code of Conduct – General

All **coaches** and **parents** must sign this Code of Conduct. Please have parents sign before the 1st game!

There is a standard of conduct expected from every person associated with the Juneau Parks and Recreation youth sports program. Game and league rules control participant conduct on the field during league play. Participants must also be responsible for their conduct during practices and when not actively participating in a game. Appropriate conduct also relates to coaches, parents, referees, and Parks and Recreation staff. Inappropriate conduct can be any of the following, but is not limited to: **hitting, pushing, verbal abuse, intimidation, alcohol or drug use prior to, or during games/practices and poor sports conduct, including arousing spectators against a referee, player, team, or Parks and Recreation staff**. The Recreation Staff will deal with persons acting in an inappropriate manner.

- I will not yell at officials, coaches, other adults or my child while they are playing
- I will not ridicule anyone involved in a youth sporting event
- I will not curse or use abusive language
- I will not coach from the sidelines
- I will not use any form of electronic media (Facebook, Twitter, etc) to harass, verbally assault or bully any member of the Parks & Recreation program
- I will not disrupt coaches during meetings, games or practices
- I will demonstrate good sportsmanship by being supportive of all players, coaches and officials at every game, practice or youth sport event.
- I will remember that this program and game is for kids, not ADULTS

Please sign in the space provided. You are signing that you have read the P&R Code of Conduct to your child and will share this information with any friends and family members attending P&R games and will abide by the Code for the entire season:

Team Name:	Coach Name:	Coach Signature:
Division:	Co-Coach Name:	Co-Coach Signature:

Parent Name	Parent Signature	Date