AYSO Area W Extra
Program Guidelines

Guidelines for an AYSO Pilot Primary Soccer Program for AYSO Area W

May/ 2012

Area W Extra Program Guidelines
Table of Contents

	Page
1. Introduction and Purpose	**3**
2. Application of AYSO Philosophies	**3**
3. Guidelines and Procedures	**4**
4. Organization	**4**
5. Program Management	**5**
6. Finances	**5**
7. Player Eligibility	**5**
8. Program Structure	**6**
9. Team Formation	**6**
10. Player Selection Procedures	**7**
11. Rosters and ID Cards	**7**
12. Vacancy Policy	**9**
13. Coaches and Referees	**9**
14. Regional Support	**9**
15. Scheduling & Standings	**10**
16. Officiating	**11**
17. Fields	**12**
18. Paid Trainers	**12**
19. Misconduct, Discipline and Dispute Resolution	**12**
20. Relationship of Extra to All-Star and Secondary Play	**14**
21. Uniforms	**14**
22. Player Substitution	**14**
23. Practice/ Training	**14**

Area W EXTRA Program Guidelines

1) Introduction and Purpose

The purpose of this program is to provide AYSO players, who desire participation in a competitive soccer experience, with a solution that will satisfy their needs and will provide the following benefits to the players:

a) A competitive fall league program for more advanced players who do not want to participate in a standard primary program

b) Three quarter play or equal play mandate

c) Positive coaching

d) Accommodate soccer first and multi-sport athletes

e) A competitive soccer experience that is financially accessible because it is based on the AYSO volunteer business practice.

Additionally, this program will afford participating regions an opportunity to retain volunteers.

2) Application of AYSO Philosophies

The AYSO Extra Program must comply with the Six Philosophies of AYSO as follows:

• **EVERYONE PLAYS** – Our programs' goal is for kids to play soccer – so we mandate that every player on every team must play at least a least three quarters of every game or if team size does not permit 3 quarter play, an equal play mandate with a 2 quarter minimum play requirement.

• **BALANCED TEAMS** – Each year we form new teams as evenly balanced as possible – because it is fair and more fun when teams of equal ability play.

• **OPEN REGISTRATION** – Our program is open to all children who want to register and play soccer. Interest and enthusiasm are the only criteria for playing.**.**

• **POSITIVE COACHING** – Positive, instructional encouragement of player effort provides for greater enjoyment by the players and ultimately leads to better-skilled and better-motivated players.

• **GOOD SPORTSMANSHIP** – We strive to create a positive environment based on mutual respect rather than a win-at-all-costs attitude, and our program is designed to instill good sportsmanship in all facets of AYSO. All players, parents, coaches and other AYSO volunteers in the Extra program are expected to adhere to a high standard of conduct and sportsmanship.

• **PLAYER DEVELOPMENT** – We believe that all players should be able to develop their soccer skills and knowledge to the best of their abilities, both individually and as members of a team, in order to maximize their enjoyment of the game.

3) Guidelines and Procedures

This program will comply with AYSO Rules & Regulations, Bylaws and National Policies.

Each participating Regional Commissioner in Area 10 W is responsible for overseeing/verifying that the Extra program requirements are met as they pertain to player eligibility, coach eligibility, team formation, field support and Referee support.

4) Organization

In Area W the Extra Program will operate in a “Side-by-side” mode so as not to overwhelm players and parents with multiple team practice and game commitments. Players participating in the Extra program will not participate in the core fall program and thus will not be eligible for participation in fall league all-star play.

While the intent of the Extra Program in Area W is for participating Regions to operate in a side by side mode, with the consent of their Area Director, a Region may request permission from the Area Director to operate in “Concurrent” mode. Area Director approval to operate in concurrent mode will not be unreasonably withheld.

The Extra Program gaming circuit will be operated by Section 10.

The Extra Program will run during the Fall Season. During the Fall season, teams will compete in conferences of 6 to 12 teams with a 10 to 14 game schedule. The teams will compete for a conference championship based on their record in that conference during the season with a culminating “League Cup” competition consisting of competition between all teams from all conferences in that division. Completion of the League Cup games will end the Extra Program season, except for those teams that advance to the State Games.

Extra teams shall disband following League Cup, but may reform as tournament teams subject to traditions and guidelines of their home region. Reforming as a tournament team will allow those players who choose to compete in other sports to do so while those players who desire a year-round soccer experience may continue to play at a competitive level.

5) Program Management

Regions within Area W shall determine the management structure of the program within their region.

Each Region may determine the management positions of their Extra program as they feel necessary to manage the program. Some suggested management positions might include the following under the direction of the RC:

- Assistant Commissioner – Extra Program (board position)
- Extra Program Coordinator (board position)
- Coach Development Coordinator (Coach Commission member)
- Player Development Coordinator (Coach Commission member)
- Referee Coordinator (Referee Commission member)

6) Finances

Extra programs are primary programs, and therefore, Region funds may be used to support Extra activities, but only to the extent that they are consistent with the funds expended for the primary (core) program. Any additional costs needed to run the Extra program must be borne solely by the Extra players, and approved by the Regional Commissioner and Regional Board and in accordance with AYSO Rules & Regulations, Bylaws and National Policies. Extra funds must be placed in the Region's operating account segregated by separate NAP accounting codes from the standard primary program funds.

Region financial reports, including budgets and other reports to be determined will be provided to the Area Director. Reporting requirements will be set by the NBOD.

7) Player Eligibility

Each Regional Commissioner of a Region electing to participate in the Extra program is responsible for his/her Region's compliance with established player eligibility requirements. Player eligibility, as pertains to age requirements to participate in a specific gender/age bracket, is defined in the AYSO National Rules & Regulations.

Eligible players must have registered with AYSO and have participated in a scheduled Regional team player selection format that has been approved. EAYSO shall be the source of determining all players' current registration status, the creation of team rosters and ID cards. There is no requirement that Extra players must have previously played or registered as AYSO players.

Gender/age divisional placement of players shall be based on their age as of July 31 of the current registration year.

8) Program Structure

The AYSO Extra Program in Area W will be organized around single year divisions starting from U10 though U16 as follows:
i. U10
ii. U11
iii. U12
iv. U13
v. U14
vi. U16

In order to accommodate Regions that might not be able to field teams in each division, RC's may approve players playing up one year; i.e. U11 players playing on a U12 team. Otherwise, on an exception basis, a Regional Commissioner with the consent of the Area Director may approve a player to play up one year. A player may not play up two divisions. Also, with consent of the AD and the SD, smaller regions may be permitted to combine players to create teams if such combinations create opportunities for players to play and fosters competition.

In divisions with 12 or more teams, the division will be split into conferences. U10 conferences will be formed geographically. Multiple teams from the same Region will be placed in the same conference.

9) Team Formation

.
Regions may form one or more teams in a division, subject to AD approval. Regions may not have more teams in an EXTRA division than they do in a core program division. The determination of the appropriate number of EXTRA teams in a division should be based on the population of a division in a Region, and the effect the creation of the teams will have on the core program. Regions fielding more than one team in an age division shall create balanced teams in accordance with AYSO Rules and Regulations.

Roster sizes shall be as follows:

- U10 – 7v7 with maximum roster of 10 players
- U11 – 9v9 with maximum roster of 12 players
- U12 – 9v9 with maximum roster of 12 players
- U13 – 11v11 with a maximum roster of 15 players
- U14 – 11v11 with a maximum roster of 15 players
- U16 – 11v11 with a maximum roster of 16 players

The U14 and older programs will conclude in time to comply with California Interscholastic Federation (CIF) rules.

Guest players are not allowed in the Extra program.

At no time is inter-Regional recruitment of players allowed without the prior approval of each of the Regional Commissioners and Area Directors concerned. Recruitment without prior approval may result in sanctions by the Area Director, who shall convene a disciplinary board in such instances.

10) Player Selection Procedures

For each Extra division, a player selection committee will be formed by each Region consisting of three impartial evaluators. Extra team coaches will be allowed to observe evaluations and may act in an advisory capacity to the selection committee, but evaluators need to be totally impartial.

Tryout opportunities for teams will occur in the Spring and should generally occur over a 2 to 4 week period with no more than two practices per week scheduled to accommodate multi-sport athletes as best as possible. Consideration should be given to one of the two tryouts being a weekend tryout.

Player tryouts must be widely advertised to all potential players. All participants in a tryout must be registered with AYSO prior to the tryout. Candidates not currently registered with AYSO must complete a Non-AYSO Registered Participant Form. All players must be newly selected each membership year. All players in the gender/age division are eligible to try out. All players who participated in the tryout must be notified promptly after the final team selections have been determined as to their status. Those not selected for a team will be given the assurance that they will be placed on a core league team.

11) Rosters and ID Cards

Team rosters for teams participating in the Extra program must be received by the Area EXTRA Program Coordinator and the Area Director no later than June 21st and shall include:

- Region and Division identification
- The Coach and Assistant Coach names, address, home, cell phone numbers, e-mail addresses, Safe Haven date and coach training level.
- Team member AYSO ID numbers
- Player information: AYSO ID number, jersey number, name, address, phone number and birth date.
- Team number, uniform colors and team name (if available).

- Signature of the Regional Commissioner verifying players and coaches and confirming appropriate player registration and coach volunteer status, training and certification.
- For any coach or assistant coach deficient in training at the time of roster submittal, the date of the course that will clear the deficiency.

Prior to the start of league play revisions to rosters may occur when a player drops from a team. At that point, the team will be allowed to replace the player. For team balancing purposes in the core program, this player cannot be drafted from a core team after core teams are formed and practice has begun. The additional player must be approved by the Regional Commissioner and the Area Director.

After the beginning of league play, if the total number of player drops, for whatever reason, lowers the number of permanent rostered players to one more than the number of field players permitted in the division, team will be allowed to add one (1) player. The additional player must be approved by the Regional Commissioner, the Area Director and/or the Region/Area EXTRA Coordinator. Consideration may be given to allow a concurrent player but must meet the following criteria:

a) The concurrent player must be otherwise registered and participating in the Region's primary core program

b) The team roster has dropped to the point where the team has only one substitute player. Concurrent players may be added to bring the substitute player number up to two players.

c) A concurrent player added to the roster must fulfill his/her commitment to attend all primary core team practices and games Failure to do so will result in the player being dropped from the Extra team roster

Revised rosters must be approved by the Regional Commissioner and Area Director and submitted to the Area EXTRA Program Coordinator prior to the new team member participating in a game.

Coaches shall prepare ID cards for each participating Extra player from the eAYSO database. The ID cards shall bear the name, recent photo of the respective player or coach and the signature of the Regional Commissioner. Coach ID cards must be the standard Section 10 EXTRA Coach ID card available on the Section 10 website. ID cards must be laminated.

Properly completed and laminated ID cards for all players and a maximum of two coaches and a team lineup card shall be presented to the Referee by each team prior to the start of each Extra program game. The referee shall verify that they have ID cards for all players and coaches present.

Coaches must wear ID cards visibly on their person during all games.
For each Extra program team, the coaches must have a team roster, ID cards and copies of AYSO Player Registration Forms (medical release forms) for each participating player as well as their own ID cards. These items must be at all AYSO related events (games, practices, scrimmages, parties etc.) in which the team participates

12) Vacancy Policy

No Extra player may be transferred from one Extra team to another once the season has started, without the consent of the player, the player's parents, both coaches involved and the Regional Commissioner and Area Director. Parental consent is not required if the player is of legal age.

13) Coaches and Referees

Coaches participating in Extra should be of the excellent quality. At a minimum, Extra coaches (head and assistant) must:

- Be a registered volunteer.
- Be an AYSO trained coach as specified in these Guidelines;
- Be Safe Haven certified
- Be an active participant in the Region's standard primary program as an instructor, coach or Referee mentor, or other volunteer service the Region determines adequate to fulfill this requirement;
- Be in good standing with the Region, Area and/or Section and AYSO;
- Be approved by the Region board; and
- Be evaluated and renewed each membership year.

Coaches desiring to coach at the age levels must have completed the following minimum or recommended training levels below:

- U10 – U-12 Coach required
- U11 – U-12 Coach required or Intermediate Coach strongly recommended
- U12 – U-12 Coach required or Intermediate Coach strongly recommended
- U13 – Intermediate Coach required or Advanced Coach strongly recommended
- U14 – Intermediate Coach required or Advanced Coach strongly recommended
- U16 – Advanced Coach

It is strongly recommended that Extra program coaches be certified at least one level above the level he/she is intending to coach (except as set forth above, U-10 coaches *must* be certified at the U-12 level). It is also strongly recommended that coaches have continuing education each year as designed by the Region.

Those wanting to coach must fill out an application and submit it for approval. The Region and/or Area Extra Coach Coordinator will conduct a mandatory Extra coach meeting prior to the start of the Extra season which each coach assigned to an Extra team must attend.

14) Regional Support

Generally, the same as AYSO Extra guidelines and suggested best practices, the parents of participating players must contribute volunteer time back to the Region in volunteer positions as best to assist the operation of the Region. This requirement shall be determined by regions as they see necessary to fulfill their needs.

15) Scheduling & Standings

The game schedule and standings for the Extra program shall be posted on the Section 10 website.

All games shall be played as scheduled (date, time and venue).

In cases of games cancelled by adverse weather conditions (rain, poor air quality or act of God), the Region or Area will reschedule the game to be played either prior to the end of the pool play season or within eight days after the end of pool play.

The applicable Regional Commissioners will sign off on the use of fields and referees for these make up games. All game scores will be reported to the Regional Extra Program Coordinator, who in turn, will report them to the Area Extra Program Coordinator for stat compilation and posting.

To allow flexibility in rescheduling games, the final standings will not be determined until eight days after the last regularly scheduled games have been completed. This will allow for an additional week and weekend as an opportunity to make up games previously cancelled. The final standings will take into consideration the number of games played.

If either of the teams is not ready to play at the scheduled kick-off time, the Referee may allow a grace period of up to ten (10) minutes before canceling the game. A team not ready to play at that time shall forfeit that game. If a team does not show for a scheduled game, their opponent will be awarded a 1- 0 victory by forfeit. The Area Extra Program Administrator may impose other sanctions if the forfeiting team gains an advantage by the forfeit.

Coaches from both teams are responsible for reporting game scores to the Section Extra Program Scorekeeper within 12 hours of completing a match. Scorekeeper contact information is available on the program website. The Regional Referee Administrator or Extra Referee Coordinator is responsible for reporting all misconduct, including the cautions or send-off of players, coaches, or spectators and any other area of concern including unsafe conditions etc. to the Area W Referee Administrator, Area Extra Program Coordinator and Misconduct Reporting email address within twenty-four (24) hours of the game. The Misconduct Reporting System will make appropriate distribution of the Misconduct Report.

If the Referee terminates a game before completion because of actions by players, coaches and/ or spectators, the outcome of the game will be determined by the Section 10 designate of the program.

If the game termination is due to actions by both teams, or if it is undetermined, the game shall be deemed a forfeit by both teams, and no points shall be recorded in the standings.

If a game is suspended prior to completion due to inclement weather or any other unforeseen circumstances, the game score will stand as recorded by the Referee, provided one half or more of the regulation game time had been played at the time of suspension.

If less than one-half of the regulation game time had been played at the time of the game suspension, the game will be rescheduled and played in its entirety at a later date and time. If the game is not rescheduled for any reason, the game shall stand as a NOT–PLAYED game, irrespective of the score at the time of game suspension.

The format of play and determination of standings shall be based on the number of teams participating in a specific gender/age bracket and may include average points per game as a method of determining standings for brackets with an uneven number of teams and/or games played.

For standings in conference play and League Cup pool play, points shall be awarded as follows:

- Win 3 points
- Tie 1 point
- Loss 0 points
- Red Card 1 point deduction
- Yellow Card 1 point deduction if a player accumulates 3 during a season, including league cup

Tie breakers for standings at the conclusion of conference play or pool play shall be as follows:
a) Head to Head play (outcome of the game involving the tied teams).
b) Team with the lowest number of goals against.
c) Goal Differential: goals scored, less goals allowed, maximum differential of three (3) goals per game.
d) Team with highest number of goals scored, maximum of five (5) goals per game
e) Lowest point deductions for misconducts and send-offs.
f) Coin toss.

Awards will be presented to each of the 2 top teams in each conference and to the top 4 teams in each division's League Cup.

16) Officiating

Regions must provide an adequate number of Referees who are capable of supporting the various age/gender divisions of teams participating in this program. The hosting Regions are responsible for providing Referee coverage for Extra program games. All referees must attend an Extra program referee orientation

meeting prior to being assigned a game. Regional Commissioners are to attest to compliance with the Area staff's concurrence.

Regional Referee Administrators or Extra Referee Coordinators shall assign Referees of appropriate skill and ability to all Extra program games assigned to their Region. Referees shall be a minimum of two years older than the oldest players in the division to which they have been assigned. Regions should make every effort to provide referees with the following minimum/preferred level of certification:

- U10 – minimum: Regional, preferred: Intermediate (center)
- U11 – minimum: Intermediate
- U12 – minimum: Intermediate, preferred – Advanced (center)
- U13 – minimum: Advanced
- U14 – minimum: Advanced
- U16 - minimum: National

All Extra program games shall be officiated using the Diagonal System of Control, i.e. one Referee and two assistant Referees.

The use of "club linesmen" is encouraged when an insufficient number of assistant Referees are available. Club linesman shall only call the ball in and out of play. The Dual (two-man) System of Control is **not** allowed.

17) Fields

Regions must provide an adequate number of fields to support the program. Fields/equipment needs to be age appropriate. Participating Regions are responsible for properly preparing all fields used. Field set-up and take down is the responsibility of the hosting Region.

18) Paid Trainers

Paid coaches are not permitted under AYSO National Rules; however, paid trainers will be permitted consistent with the existing National AYSO Policy Statement.

19) Misconduct, Discipline and Dispute Resolution

It is the responsibility of the Referee in Extra program games to submit a written Misconduct Report to the Area Extra Program Administrator within 24 hours after the conclusion of the game at which the misconduct occurred.

There is no mandatory "cooling off" period for cautioned players. It is recommended that, at the coach's request and with the Referee's permission, a cautioned player, or any player having difficulty controlling his emotions, may be substituted at the earliest opportunity.

The Referee must also report any behavior by coaches and/or spectators on or off the field that seriously interferes with the game and/or proper standards of conduct.

The penalty for a player, coach and/or spectator sent-off (Red Card) from the field for any reason in an Extra program game shall be a minimum one (1) game suspension. Such suspension shall be served in the first game (not scrimmage) that is played following the game of the incident. The suspension for violent conduct or serious foul play shall be a minimum of two (2) games and the length of any suspension may be increased and other disciplinary measures applied if deemed warranted by the Area Director in conjunction with the Area Extra Program Administrator.

There will be a 1 point deduction for any expelled player, coach or spectator. A 1 point deduction will also occur for an accumulation of 3 yellow cards by a player during league play. The accumulation will carry through to the completion of league cup. An additional 3 yellow cards will result in another 1 point deduction.

All players sent off must leave the vicinity of the field. If the player sent off is a minor (under 18 years of age), he/she must leave the field in the company of his/her parent(s) or guardian(s). Otherwise, the minor player may remain in the proximity of the field, under adult supervision by a Safe Haven certified adult.

Should violators of the penalties set forth in this section refuse to immediately leave the field when requested to do so by the Referee, the game shall be suspended until the situation has been resolved. If it is not resolved, in what the Referee considers a reasonable amount of time, the game shall be terminated and the incident reported to the Area Extra Program Administrator.

A player serving a suspension and not in uniform may attend the team's next scheduled game as a spectator, but may not participate in any manner.

An adult serving a suspension may not be present at the game (including pre and post game activities) or participate in any manner.

In the event a suspended player or coach participates in a match for which he/she has been suspended, the game shall be recorded as a forfeit in favor of the opposing team. For each such event, the original suspension must be served at the next game played by the team, an additional one game suspension must be served at the following game, and the coach of such team must serve a one game suspension.
Send-Off's (Red Cards) and/or Cautions (Yellow Cards) given in Extra games are not subject to appeal.

The Area Extra Program Coordinator, the Area Director, with the assistance of the Area Referee Administrator(s) and the Area Coaching Administrator(s), together with the respective Regional Commissioners, shall review all inter-Regional disciplinary issues not resolved at the Regional level. Any disciplinary action taken must be communicated within 96 hours of the game in which the incident occurred.

Disciplinary hearings may be called if deemed necessary by the Area Director, or if requested in writing.

The Area Extra Program Coordinator will publish a weekly Misconduct Report Summary – distribution to the Area Director, Area/Regional Referee Administrators, Regional Extra Program Coordinators and Regional Commissioners. This report will list all cautions, send offs and information on other reports submitted by Referees and shall also list those suspensions that are to be served (by age division, player name, coach name, date and location).

20) Relationship of Extra to All-Star and Secondary Play

Players and teams participating in the Extra Program in Area W will participate in a post season playoff experience such as a League Cup. Extra Program players in Area W (except those playing concurrent EXTRA) will not participate in the core program and will not be eligible for participation in all-star play, but may participate in other post season tournament opportunities as approved by the Regional Commissioner.

21) Uniforms

All uniforms and equipment will be in accordance with AYSO National Rules and Regulations. An EXTRA program patch may only be worn in the same location as a sponsor patch.

Extra program teams shall be provided with uniforms similar to those provided to other primary program teams. Regional funds are not be expended for any additional player uniforms, warm-ups, backpacks, additional field usage needs, etc.

The Home team in a match is responsible for wearing uniform jerseys (or scrimmage vests) that clearly distinguish them from the other team. In case of color conflicts, the Home team is required to change uniform colors. The Referee is the final authority on the safety of any player's uniform and equipment.

22) Player Substitution

U10 – U16 games shall have a substitution opportunity midway through each half, at half time and in the event of injury. The half time break will be five (5) minutes.

The Referee will inform the coach if a player is about to play four quarters before all players have played three quarters (equal play mandate). The referee will submit a misconduct report if the coach violates the equal play mandate.

23) Practice/Training

Teams are **NOT** permitted to begin practice or engage in any training activity prior to August 1st for the Fall program. Once formed, only players on the official roster are permitted to participate in team training.

Extra teams training will cease at the end of their Primary season League Cup or State Cup, whichever occurs later. Extra teams re-forming as Secondary Season Tournament Teams will end their training by the end of June.

EXTRA teams shall not train during the month of July with the exception of an EXTRA team participating in the National Games.