

FLAGSTAFF SOCCER CLUB RULES AND REGULATIONS

SECTION I – CONDUCT

It is a privilege, not a right, to be a member of the Flagstaff Soccer Club (FSC). Any member, player, coach, parent or anyone associated with FSC who, in the opinion of the Board of Directors, conducts themselves in a manner which would bring discredit to the Club or which is not in the best interest of the Club, may receive a disciplinary action or suspension from FSC.

SECTION II – PLAYING TIME

- A) Developmental Teams: For teams registered as developmental/recreational, it is required that all players play as equally as possible each game at which they are present unless disciplinary action or medical impairment necessitates the player's sitting out.
- B) Competitive Teams: For teams registered as competitive, individual playing times are at the discretion of the coach. For the benefit of the team and the Club, the coach has the obligation to field what is in his/her opinion the strongest and most competitive team.

SECTION III – FUNDRAISING AND TEAM ACCOUNTING

- A) Team Fundraising: A team must get approval from the Board before engaging in fundraising in the name of FSC. Failure to obtain Board approval may subject a team to disciplinary action up to and including forfeiture of funds.
- B) All team funds must be administered through the Club Treasurer to maintain FSC's tax exempt status. Failure to do so may subject a team to disciplinary action.
- C) End of Year Accounting: FSC encourages teams to plan their dues collections and fundraising to cover the cost of only one season. At the end of the season (July 31st) teams U-11 and up may carry over up to \$1500.00 to the next season. Below U-11 may carry over up to \$1000.00. Any amount over this requires Board approval.
- D) Transferred Players: The receiving team is responsible for any transfer fees associated with the transfer of player(s) to its team.

SECTION IV: COACHES

- A) Board Approval: Head coaches, assistant coaches and trainers must be approved by the Board prior to involvement with a team. All of the aforementioned individuals need to have a disclosure form on file with the State. A trainer's fee schedule must also be approved by the Board prior to first payment.
- B) Licensure: All head coaches must receive appropriate level state licensure. FSC will make every attempt to provide one local licensing opportunity each year.
- C) Assistant Coaches: Head coaches must designate one assistant coach, one team treasurer and one tournament contact person no later than the last date for registration. Head coaches may dismiss their team's assistant coach at any time. The Club Treasurer may dismiss a team treasurer at any time.
- D) Responsibility: Coaches are ultimately responsible for the behavior of their players parents and spectators. Coaches shall report any red card or repeated yellow cards issued to his/her players, coaches or trainers to the Director of Coaching or the President of the Board of Directors as soon as possible and not later than two days after the card has been issued. Coaches agree to be present during any Discipline & Review (D&R) Committee meeting or Board hearing at which their presence is requested.
- E) Conduct: Head coaches, assistant coaches and trainers shall serve as positive role models for the players. It is inappropriate for coaches, assistant coaches or trainers to be under the influence of alcohol or illegal drugs during practices, games, tournaments or other Club and/or team sponsored events.
- F) Failure to comply with any of the above provisions is grounds for dismissal.

SECTION V – UNIFORMS

The official colors of the Club are forest green and white. FSC will select the Club uniform which all players U-11 and above must buy and wear during sanctioned games. The Club uniform becomes the property of the player upon purchase.

SECTION VI – PARENTS/GUARDIANS

- A) Conduct: Parents/guardians shall conduct themselves properly at practices, games and tournaments and shall refrain from making negative comments to coaches, players and officials.

- B) Participation: Parents/guardians are responsible for the attendance of their player(s) at all practices, games and tournaments. Coaches should be notified if a player cannot attend a practice, game or tournament.
- C) Equipment: Parents/guardians are responsible for providing their player(s) with all appropriate clothing and equipment as specified by the coach at all practices, games and tournaments.
- D) Out of Town Costs: Parents/guardians are responsible for providing their player(s) with meals, transportation and housing at all out of town games and tournaments.
- E) Transportation: Parents/guardians may be asked to assist with transportation for other players and to provide team snacks/refreshments.
- F) Withdrawal: Parents/guardians may withdraw their player(s) from a team at any time and shall notify the coach immediately upon withdrawal.
- G) Transfer/Loan Players: Parents/guardians may approve the transfer or loan of their player(s) to another team.
- H) Grievance: Parents/guardians should first approach in a respectful way with any concerns or problems regarding their player(s). After first talking with the coach, parents have a right to submit a complaint in writing to the Board of Directors. The written complaint must be signed by the parent/guardian, player and coach(s). The Board will address the concerns at the next regularly scheduled Board meeting, or, if, at the President's discretion, it is determined to be in the best interest of the player to address the concern earlier than the next regularly scheduled Board meeting, the President has the power to call a special meeting to address the concern. It is possible to appeal the Board's decision to the State.

SECTION VII – PLAYERS

- A) Conduct: Players shall give their best effort at all times and conduct themselves in a sportsmanlike manner in both victory and defeat.
- B) Participation: Players shall attend all practices, games and tournaments. Coaches shall be notified by the parent/guardian if a player cannot attend a practice, game or tournament.
- C) Equipment: Players shall bring all equipment specified by the coach to practice, games and tournaments. Shin guards are to be worn at all practices games and tournaments.
- D) Academics: Players shall maintain a “C” average at school.

SECTION VIII – TEAM FORMATION AND REGISTRATION

- A) **Player Evaluations:** All players must attend at least one open Club registration/ player evaluation during which all approved head coaches or their designated representative shall be in attendance to conduct an age specific player evaluation. Players must attend the age specific evaluation corresponding to their age regardless of their placement the previous season. Coaches shall not hold private player evaluations except with prior Board approval.
- B) **Registration:** Players can register with the Club by submitting a completed registration form, a completed medical release form, a completed medical questionnaire, and payment of the registration fee during open registration/player evaluation or after open registration with their age appropriate coach or with the Registrar of the Club. Registration with the Club provides insurance through AYSA for the season which runs from August 1st through July 31st.
- C) **Team Roster:** Coaches can roster a team with a minimum of seven registered players. To roster a team, a coach must submit to the Club Registrar a roster form listing the required information on at least seven registered players, the team name, the team age group and the tier at which the team wishes to be rostered. Ages U-11 through U-16 can roster up to 18 players. U-17 through U-19 may roster 22 players. U-6 through U-10 may roster 14 players.
- D) **Poaching:** Except by Board approval no coach, player, parent or other representative of a team can approach a player rostered to another team for the purpose of recruiting them to a different team except as a loan player. Players can only be approached in this manner once the season is officially over.
- E) **Playing Up:** It is strongly recommended that players below high school age play on a team corresponding to their age. If an age appropriate team exists and the number of players supports this, a player must have Board approval to play in an older age group. A player must submit to the President a written explanation for playing up which is signed by the player, the parent/guardian, the age appropriate coach and the older age team coach. The Board will consider the player's request at the next regularly scheduled Board meeting unless the President, at hi/her discretion, determines that it would be in the best interest of the player to call a special meeting to consider the player's request. The Board shall notify the player of its decision as soon as possible and no later than two days after rendering a decision.

SECTION X – PROTEST AND APPEAL.DISCIPLINE AND REVIEW

- A) Discipline and Rule (D&R) Committee: A D&R committee shall be appointed by the President and shall include the Director of Coaching, one coach with a minimum of an “E” license and two parents, one of a U-14 player or older and one of a U-13 player or younger. The D&R Committee has jurisdiction over the conduct of coaches, players and parents and will render decisions on disciplinary actions. The Director of Coaching shall be the Chair of the D&R Committee. The D&R Committee shall appoint a recorder who will record the D&R Committee’s discussions, the presentations to the Committee and any decisions made. The recorder shall be responsible for immediately forwarding all documents presented to and generated by the D&R Committee to the President. A minimum of three D&R Committee members must be present to review an action and render a decision. The coach, player or parent whose action is being reviewed has the right to present his/her explanation of the action to the Committee. A player has the right to have his/her parent/guardian accompany him/her to the review. The player’s coach shall be present during the review. Any request to have other people present during the review must be made to the D&R Committee Chair at least one hour prior to the review. The D&R Committee has the right to ask other involved parties to present their explanation of the action to them. The D&R Committee shall notify the reviewed party of their decision no later than the next scheduled game. Notwithstanding, the D&R Committee reserves the right to withhold its decision until receipt of a requested official’s incident report. Notification of the D&R Committee’s decision can be verbal if made by the D&R Committee as a whole during the hearing and must be followed by written notification. Otherwise, the D&R Committee’s decision must be made in writing. It is recommended that such notification be delivered by confirmed fax, had delivered mail with signed confirmation of receipt or next day delivery.
- B) Scope of Discipline: All red cards or ejections shall result in a minimum of one game suspension. Referees’ decisions are final and may not be overturned unless said referee has made a technical error. The D&R Committee reserves the right to discipline a player, coach or spectator beyond that imposed by the referee. The D&R Committee reserves the right to discipline a player for multiple yellow cards. Complaints that a coach is violating the no poaching rule will be heard by the State Discipline & Appeals Committee and are not the jurisdiction of the Club’s D&R Committee.
- C) Appeal of D&R Committee Decisions: Any appeal of the D&R Committee’s decisions must be made in writing to the Club’s President

and Secretary and received no later than five business days after receipt of notification of the D&R Committee's decision. The Board shall call a special meeting to hear the appeal within five days of receipt of the appeal request. The Board shall review the documents presented to and generated by the D&R Committee and, at the Board's discretion, can request to review additional documents and have additional individuals present. The Board shall render a decision in a timely fashion and shall notify, in writing, the appealing party of the Board's decision. It is recommended that such notification be delivered by confirmed fax, had delivered mail with signed confirmation of receipt or next day delivery.

- D) Conflict of Interest: Any person on the D&R Committee or the Board of Directors who has a conflict of interest in a matter being heard and/or is associated with the parties to the protest or appeal through family or team connections must excuse himself/herself from his/her position on the D&R Committee and/or the Board during the time at which the matter is being heard.
- E) Administrative Decisions: Decisions made by the FSC Board, including appeals of D&R Committee decisions can be appealed to the AYSA Protest and Appeals Committee.
- F) Appeal Process: The appeal process must follow the AYSA Protest and Appeals guidelines; therefore, current procedures, if different from the ones outlined below, take precedence. **IT IS THE RESPONSIBILITY OF THE APPEALING PARTY TO VERIFY THE MOST CURRENT PROCEDURES.**

1) Any such appeal, along with a properly completed Notice of Appeal Form, Index of Documents, all supporting documents and appropriate fees must be mailed and postmarked with five business days after the receipt of a decision being appealed.

2) Six copies of the appeal documents shall be sent by second day priority to the Chairman – AYSA Level 1 Board of Directors Appeals and D&R Committee.

3) At the same time, copies of the Notice of Appeal form shall be mailed by second day priority mail to all opposing parties, to the initial tribunal whose decision is being appealed, the President of the League in whose jurisdiction the appeal arises and to the President of AYSA.