

# North Shore District Girls Metro Program

## Rules and Regulations

### A. ORGANIZATIONAL INFORMATION

The North Shore Youth Soccer Association (NSYSA) was under increasing pressure from membership to offer a similar program for the Girls within the NSYSA District as was offered to the Boys via the North Shore Premier Player Program (NSPPP). North Shore Girls Soccer Club (NSGSC), West Vancouver Soccer Club (WVSC), Squamish Youth Soccer Association (SYSA) and the Sunshine Coast Youth Soccer Association (SCYSA) expressed an interest in developing a District Girls Metro program through the NSYSA and are independent of the Boys NSPPP program. Club demographics made it increasingly more difficult to put forward competitive Metro Club teams.

The District Girls Metro Program's (DGMP) goal is to develop a program that would offer the best North Shore female soccer players an environment where they can develop their skills and sense of team play. The DGMP model is to provide value and be sustainable.

In the spring of 2006, the four girls' Clubs (NSGSC, WVSC, SYSA, and the SCYSA) formed a working group that became known as the District Girls Metro Operating Committee (DGMOC). In the spring of 2007, the DGMOC agreed to proceed with entering District Girls Metro teams in the Girls Metro Select League (GMSL). At the same time the DGMOC invited the Whistler Youth Soccer Club (WYSC) and Pemberton Youth Soccer (PYS) in as member Clubs. In June 2007, the NSYSA Board of Directors voted in favour of allowing the DGMP to run separately from the Boys NSPPP.

The following rules and regulations were agreed to by the Member Clubs and confirmed by the NSYSA Board in February 2008.

### B. DISTRICT GIRLS METRO PROGRAM

- 1) The DGMP is a soccer program that focuses on player development and competition for girls U14-U18 who reside in the North Shore Youth Soccer Association District.
- 2) The DGMP is governed and operated by the DGMOC as described below.
- 3) The DGMP field's teams at U14-U18 to represent the District in competitive play in the GMSL. The number of teams fielded at each age group in each season is determined on the basis of the talent pool in any given year
- 4) The DGMP operates U14 – U18 teams from September-March and then until the end of a team's GMSL competitive season. Tryouts for these teams will take place during the precedingspring. All players wishing to play must attend tryouts unless they have been exempted from attendance by the DGMOC as detailed below under *“Player Entry into the District Girls Metro Program”*.

- 5) The DGMOC supports the scholarship preparation efforts of those players able to and interested in pursuing soccer scholarship opportunities.

### **C. THE DISTRICT GIRLS METRO OPERATING COMMITTEE**

- 1) The DGMP is governed and operated by the DGMOC, which is comprised of one member appointed by each participating Club's Board of Directors, plus one member of the North Shore Youth Soccer Association Board. The DGMOC reports to the NSYSA Board via the NSYSA Board representative appointee. One of the DGMOC members, or other person as appointed by the DGMOC, represents the North Shore District at all Girls Metro Select League and relevant British Columbia Soccer Association (BCSA) meetings.
- 2) A Chair must be elected by the DGMOC itself from among its members. Terms shall be 2 years. The Chair can be a non-DGMOC member if the DGMOC so chooses.
- 3) The DGMOC shall seek to decide matters through consensus, but ultimately by simple majority vote. All members of the DGMOC, with the exception of the representative of the NSYSA Board, are voting members, including any Club representative who is elected Chair. A quorum is three (3) voting members of the DGMOC.

### **D. DISTRICT GIRLS METRO PROGRAM COACHES AND MANAGERS**

- 1) **Team Coaches** are appointed at U14-U18 by the DGMOC and will be selected and evaluated based on the following criteria:
  - Minimum B Prep or higher
  - Playing experience
  - Coaching experience and track record
  - Communication skills
  - Panel interview
  - References

DGMP coaches should ideally have extensive experience in the game of soccer, both playing and coaching, and have coaching certification as specified by the BCSA, NSSDC and the WVSC from time to time. Candidates who do not yet have the appropriate certification but are willing to work towards timely fulfillment of this certification are encouraged to apply.

Team coach positions are advertised each January and all applications are to be submitted to the DGMOC Chair no later than the end of February. Coaching appointments are confirmed after conclusion of the player tryout camps. The parent of a player in a particular age group is permitted to apply for a team coaching position in that age group; however, no player is ever placed on a team on the basis of her parent's ranking as a coach. Players are placed on teams first; the confirmation of team coach appointments follows the player selection process. If a provisionally appointed team coach declines a coaching position

once the player rosters are set, the DGMOC moves down the list of recommended coaches until it finds a qualified coach willing to accept the appointment.

Coaches will, if desired receive monthly remuneration that will be set prior to each soccer season for providing the following services to the team:

- Two 1 ½ hour training sessions per week
- One game per week
- Tournament participation as required
- Planning and prep time for games and training sessions
- Travel to and from games and training sessions

Ultimately, DGMP coaches are responsible for the coaching of the teams, including conducting mid-week practices and coaching on game days; they are also responsible for all team discipline on the field and attending to parental issues on the sidelines. In addition, it is the philosophy and policy of the DGMP that all DGMP players receive at a minimum 1/3 playing time at each and every game that they attend, subject to the players overall attitude and attendance.

#### **Coach Selection:**

- Coaching applications to be sent in confidence to the DGMOC Chair.
  - Upon closing date the DGMOC Chair will circulate the applicant's names to each of the "Member" Club Presidents. It is at this time that the "Member" Clubs can share in confidence to the DGMOC Chair any concerns about the applicants.
  - The DGMOC will form a "Coaching Evaluation Committee" in consultation with the "Member Clubs".
  - Coaching Interviews will be conducted for all age groups regardless of number of teams entered or the number of applications received.
  - Upon completion of Interviews, the "Coaching Evaluation Committee" will submit conditional selections to the Committee Members for review and "conditional affirmation".
  - Upon receipt of "Committee" approval the Coaching Evaluation Committee" will contact the selections and advise them.
- 2) **Assistant Team Coaches** are appointed by the DGMOC based on the recommendation by the DGMOC selected Head Coaches. Assistant team coaches are responsible for supporting the Head Coach in the fulfillment of his/her duties, and they act entirely under the direction of the Head Coach.
- 3) **Team Managers** are volunteer parents. Parents need not apply for these positions; the DGMOC will approach a parent on each team about taking on the duties of Team Manager on the basis of conversations with the Head Coach and others about the most suitable candidates.

The Team Manager acts as a liaison between the team and the DGMOC and handles all team administrative matters. Team Managers are also responsible for the efficient operation of their teams, in all respects that do not bear directly on the coaching duties

of the teams as set out above. It is not expected that managers will perform these duties without assistance; they are encouraged to obtain such assistance from the team parents. Their responsibilities are:

- to oversee the player registration process in liaison with the NSYSA Registrar;
- to oversee the distribution at the beginning of the season, and retrieve at the end of the season, team equipment and uniforms as required;
- to obtain game schedules and advise the team players and parents of the schedules and all other important details about specific games;
- to arrange for field lining of home fields if the field has not been already lined;
- to communicate game scores to the appropriate scorekeeper after each game by the required deadline;
- to organize entry into tournaments;
- to maintain and update team records;
- to ensure (along with the Team Coach) that appropriate conduct among parents is maintained at games and those breaches of parent conduct are reported to the Team Coach and to the DGMOC for action.

- 4) **Signing Authority** - No Team Coach, Assistant Team Coach or Team Manager in the DGMP is delegated any authority by the DGMOC to: (a) register players; or (b) function as the “responsible officer” of any team for the purpose of signing BCSA transfer forms (BCSA Rule 7c). Only the DGMOC itself may authorize the registration of players for the purposes of participating in the Program and the transfer of players onto and off of District teams formed as part of the DGMP.

Any coach or manager in the DGMP who seeks to exceed the authority delegated to him/her by the DGMOC shall be subject to appropriate discipline as determined by the DGMOC, which may include suspension or removal from the role granted to that member in the management and administration of the DGMP.

## **E. PLAYER ENTRY INTO THE DISTRICT GIRLS METRO PROGRAM (TRYOUT POLICY)**

### **Player Eligibility:**

- 1) Player entry into the DGMP is via tryouts only. All players must try out in their own age group; however, a player may ultimately be placed on a team in a higher age group on the basis of a recommendation from the Head Coach of the North Shore Soccer Development Centre (NSSDC) or WVSC.
- 2) In order to be eligible for selection, a player must have attended the tryout camp for the relevant age group; unless they have been exempted from attendance by the DGMOC. Attendance at the tryouts shall be satisfied if **ONE** of the following conditions is met:
  - a) Participation

A completed registration form has been received and accepted by the DGMOC and the player has subsequently participated physically in the tryouts for her age group.

b) Medical

A completed registration form has been received and accepted by the DGMOC and the player has sent an accompanying note from a medical doctor explaining the reason why she is unable to participate in the tryout for the age group. Where at all possible, the player should make every effort to be in attendance during the tryout, even if she cannot participate. The accompanying note **MUST** be delivered to the DGMOC Chair prior to the commencement of the first tryout date for the age group.

c) Travel

A completed registration form has been received and accepted by the DGMOC and the player has sent accompanying evidence of his absence from the Lower Mainland on all the tryout dates for the age group. Evidence could include plane tickets, letter from school outlining travel commitments, etc. The accompanying evidence **MUST** be delivered to the DGMOC Chair prior to the commencement of the first tryout date for the age group.

d) Other Exceptional Circumstances

- i. A completed registration form has been received and accepted by the DGMOC and the player has sent an accompanying note from his parent or legal guardian providing an explanation of the exceptional circumstances. The decision of the DGMOC on the acceptability of such requests is final and appeals will not be accepted.
- ii. Current Super Y League players, Provincial Team Members and National Training Centre ID'd players who are unable to attend may also be placed on a select team but a tryout and registration application must still be made.
- iii. Players who move into the NSYSA District or players wishing to transfer into the NSYSA and are deemed to be of Metro quality during the current playing year.

3) The DGMOC will oversee the tryout process and ensure that all tryout policies and processes are adhered to, including player selection and team formation process. Each player in each age group who attends tryouts is assessed by a group of assessors comprised of staff coaches from the NSSDC and the WVSC, plus others who are non-staff coaches. Provisionally appointed coaches cannot function as independent assessors. They can attend tryouts and conduct their own evaluations, but their assessments will not be factored in to the selection process.

All assessors are appointed by the DGMOC based on the recommendations of the NSSDC and WVSC staff coaches. No other coach or person is permitted to be an assessor who has a conflict of interest (e.g. is a previous coach of players attending the tryouts or is the parent or relative of a player attending tryouts). The assessors rank each player on each night of the tryouts; the totals for each player are then calculated by two members of the DGMOC without any conflict of interest in the age group; and a ranked list of all players in each age group is thus produced.

- 4) Subsequent to the tryouts, the DGMOC will meet with the Head Coach of the NSSDC, the WVSC and each of the provisionally appointed Team Coaches in each age group (U14-U18) in order to review the ranking lists, alongside the lists of players exempted from attendance at the tryouts by the DGMOC in order to determine the final selections for the program.

### **Player Selection:**

- Player selection will be based on the evaluation of each player's skill level, athletic ability and playing ability as assessed by the independent evaluators
- The DGMOC will gather player scores from each independent evaluator and rank the try-out participants and those players who could not participate
- The DGMOC will also utilize player evaluations that are completed and submitted by their previous Coach as part of the selection process, although no specific weighting will be attributed at this time. The purpose of the evaluations would be to provide an assessment of each player's overall skill, game sense, athletic ability and behaviour (work ethic/attitude/commitment) demonstrated throughout the previous season.
- Underage players can attend and participate in the tryouts. In order to be considered for selection to a team they must place in the top 10 if one team is selected or in the top 20 if two teams are selected
- Out-of-District players are allowed to tryout under exceptional circumstances only and with the DGMOC's prior approval, such as a GK. But as a general policy NSYSA players will be given priority over out-of-District players. (Out of District players need to rank in the top 12 if one team and top 24 if two teams in order to be selected on a district team)

Selection into the DGMP is based mainly on demonstrated skill, commitment and player development potential. Each player accepted into the DGMP will be required to sign an agreement (which a parent/guardian must also sign) committing the player to such things in relation both to their Club and to the Program, and making clear the conditions under which a player will remain in the Program once selected. Players unable to meet this participation commitment will be withdrawn from the Program by the DGMOC. No refund of fees will be given to the player/parent.

## **F. DISTRICT GIRLS METRO PROGRAM TEAM FORMATION**

### **One Team**

- Top ranked 12 players (including top ranked goalkeeper)
- U14 through U16 Coach's can select up to 6 additional players from the pool of eligible players. U17 and U18 Coach's can select up to 8

additional players from the pool of eligible players. The size of this pool is determined at the sole discretion of the DGMOC when it reviews the player rankings and establishes a cutline from which the teams will be formed. Any player below the cutline is deemed not eligible for selection by the Coaches.

#### Two Teams

- Top ranked 24 players (including top two ranked goalkeepers)
- U14 through U16 Coach's can select up to 6 additional players from the pool of eligible players. U17 and U18 Coach's can select up to 8 additional players from the pool of eligible players. The size of this pool is determined at the sole discretion of the DGMOC when it reviews the player rankings and establishes a cutline from which the teams will be formed. Any player below the cutline is deemed not eligible for selection by the Coaches.

#### Minimum/Maximum Team sizes

- For U14 through U18 the minimum number of players on a Roster is 16.
- For U14 through U16 the maximum number of players on a Roster is 18.
- For U17 and U18 the maximum number of players on a Roster is 20.

The DGMOC will oversee team formation process to ensure that in the event that two District Girls Metro Teams are formed they are balanced. In forming balanced teams, the DGMOC may also consider the positional strengths of players.

The Tryout Coordinator will notify selected players following the tryouts and will require a firm decision and commitment from the selected player within 24 hours of being notified. Players will be informed on their final tryout evening when and how they will be notified. All participants must make themselves available for communication from the Club following tryouts or risk losing their spot on the team.

## **G. DISTRICT GIRLS METRO PROGRAM FUNDING**

The costs of the DGMP are shared by the players selected to the program.

### **Financial Assistance**

The DGMOC recognizes that there are families in the community for whom the registration fees pose a genuine financial hardship. We want to ensure that the registration fee alone does not prevent players from participating in our program.

A request for financial assistance must be made prior to or at the time the player has accepted their selection. This request must be in writing to the DGMOC. Concurrent requests must be made either through North Shore Community Services, KidSport (c/o the NV Recreation Commission at 604-987-7529) or through Athletics for Kids ([www.a4k.ca](http://www.a4k.ca)) and copies of any applications must be attached to the DGMOC request.

## **H. ADVERTISING OF THE PROGRAM**

An explanatory letter about the program, containing full information, along with a registration form, is distributed via the North Shore clubs to all eligible players playing at U13-U17 in February of each year, and to all eligible players at U12 and U13 in January each year. All details are also published on the relevant websites.

**I. EXCEPTIONS AND ALTERATIONS TO THESE RULES AND REGULATIONS**

All exceptions and alterations to these DGMOC rules and regulations must be approved by a vote of the “DGMOC”.

### **Players Code of Conduct**

***“Players are the most important people in sport, playing for the team and for the team to win is the most fundamental part of soccer, but not winning at any cost. Fair play and respect for all others in the game is fundamentally important.”***

(The English Football Association 2004)

### **Players Training Code of Conduct**

1. Players should arrive early and be ready to start as soon as the practice session commences.
2. If unable to attend practice please inform coaching staff as soon as possible.
3. Players should attend all practice sessions wearing the DGMOC uniform (tracksuit or training top, black shorts, white socks). In addition to this players should bring their bag packed with the necessary items needed for practice.
4. All jewelry and watches must be removed before practice session commences.
5. No chewing gum is allowed during practice sessions.
6. Good behaviour both outside and inside the training field is of paramount importance.
7. Violence, rough play, bad language and bullying will not be tolerated and could result in instant release from the program.
8. Show due respect to all coaching staff, teammates, other teams and parents/spectators.
9. Accept decisions made by coaching staff during practice sessions.
10. It will be mandatory for players to attend DGMOC fund raising activities

### **Players Game Day Code of Conduct**

1. Players should arrive 1 hour before game starts and be ready with kit on 45 minutes before game for team talk and warm up.
2. If unable to attend game please inform coaching staff as soon as possible.
3. Players should arrive at games wearing the DGMOC tracksuit and have bag packed with the necessary items needed for game day.
4. All jewelry and watches must be removed before warm up commences.

- 5. No chewing gum is allowed during warm up and the game.
- 6. Show due respect to all coaching staff, match officials, teammates, parents/spectators and the opponents (coaches, players, parents/spectators).
- 7. Avoid using violence, rough play or bad language towards coaching staff, teammates, match officials and opposition (coaches, players, parents/spectators).
- 8. Accept all decisions made by match officials without protest.
- 9. Accept decisions made by coaching staff.

***Any breach of the player’s code of conduct will result in disciplinary action taken against the player or players involved. First a verbal warning will be issued followed by a written warning if player/players conduct fails to improve. A final written warning will be issued if there are still no signs of improvement in conduct. The final course of action will be the player being released from the program if conduct fails to improve at this stage.***

I have read and agree to the player’s code of conduct.      Date \_\_\_\_\_

Players Name (please print) \_\_\_\_\_ (sign) \_\_\_\_\_

Parents Name (please print) \_\_\_\_\_ (sign) \_\_\_\_\_

Coach (please print) \_\_\_\_\_ (sign) \_\_\_\_\_

Technical Director (please print) \_\_\_\_\_ (sign) \_\_\_\_\_

# District Girls Metro Program

## Coaches Code of Conduct

- Be punctual and arrive early to all games and training sessions
- Set up the necessary equipment before a game/training session and pack away all equipment used during a game/training session
- Dress appropriately at all times
- Refrain from using a cell phone during games/training sessions except in an emergency
- Refrain from using bad language around players, parents, spectators and other coaches
- Give due respect to all participants (players, parents, spectators, other coaches) and treat everyone equally
- Place the well being and safety of players above all other considerations including game performance
- Develop a supportive and respectful working relationship with each player based on mutual trust
- Do not exert undue influence to obtain personal benefits or reward
- Encourage and guide players to accept responsibility for their own behavior and performance
- Ensure that all activities and direction given is appropriate for the age, maturity, gender, experience and ability of players
- Try to use a democratic style when coaching and use both question and answer and guided discovery techniques to promote learning amongst players
- Promote positive aspects of the game and encourage fair play, never condone violation of the laws of the game or behavior that is contrary to the spirit of the game
- Accept all decisions made by match officials without protest
- Clarify with players and parents at the start of the season what is expected of them and what they expect from you the coach
- Fulfill all administrative duties and work cooperatively with all members of the DGMOC
- Look to build on your education by attending courses that will further develop you as a coach
- Abide by the DGMOC Rules and Regulations and support the goals and philosophy of the District Girls Metro Program

***Any breach of the DGMP Coaches Code of Conduct will result in disciplinary action taken against the coach involved. 1<sup>st</sup> a verbal warning will be issued followed by a written warning if the coach's conduct fails to improve. A final written warning will be issued if there are still no signs of improvement in conduct. The final course of action will be the coach being removed from the program if conduct fails to improve at this stage.***

I have read and agree to the Coaches Code of Conduct

Signature: \_\_\_\_\_

Coach's Name (please print): \_\_\_\_\_

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