



## **DIVISION U10 COACH HANDBOOK**

### **2009-2010 SEASON**

The Region 92 Coach Handbook is provided to coaches as a supplement to information presented in the Parent/Player Handbook.

Each coach should possess and be familiar with the information in the Parent/Player Handbook.

## **Welcome**

Dear U10 Coach:

Thank you for devoting part of your very precious “personal time” to the children of AYSO Region 92.

The U10 division can still be the first soccer experience for some coaches, players and spectators. If this category includes you, don't be intimidated. The goal of U10 is to give the player a better “feel” of the game and a greater experience in working together as a team while continuing to instill good soccer habits and create a positive soccer experience.

The U10 division is an exciting division. At this age, the player is showing an increased improvement in their coordination and ability to grasp the concepts/laws of the game. Moving from the U8 division, we now increase the team size and the number of players on the field/pitch. Along with the soccer experience, we continue to instill and reinforce a sense of fair play and good sportsmanship.

Our Regional Board will do everything possible to make this a great experience for you and your players. The information in this handbook covers just about everything, but if we left something out please use the contact list at the end of the book and let us know.

Again, thank you for your time and efforts. Have a great season!

Ricky Labayen  
Regional Commissioner  
AYSO Region 92

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## AYSO PHILOSOPHY

Our Vision is to provide world class youth soccer programs that enrich children's lives.

Our Mission is to develop and deliver quality youth soccer programs where everyone builds positive character through participation in a fun, fair, safe, family environment based on the AYSO philosophies:

**Everyone Plays** - Our Region's goal is for kids to play soccer - so we mandate that every player on every team must play at least three quarters of every game.

**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.

**Positive Coaching** - Kids win when they are built up, not when they are torn down! We train and encourage our coaches to make the extra effort to understand and offer positive help to our players, rather than negative criticism.

**Open Registration** - Our program is open to all children between 4 and 18 years of age who want to register and play soccer. Interest and enthusiasm are the only criteria for playing.

**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 every facet of AYSO.

**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.

## COACH JOB DESCRIPTION

The AYSO volunteer position of coach is intended to develop in players a positive image of themselves, their teammates, coaches, game officials, and opponents and provide a good role model for players. Additionally, the coach will develop in his/her players the appropriate soccer skills as recommended in the AYSO coaching manuals (refer to the AYSO U-10 Coach Manual).

A full description of Coach responsibilities/job description is found on the national website ([www.ayso.org](http://www.ayso.org))... click on "Resources", then click on "Volunteer Position Descriptions", scroll down to "Coach-Related Positions" and then click on "Coach". Or, hardcopies are available thru the Coach Administrator and at the General Coaches Meeting(s).

It is the responsibility of each coach to go on-line and review this information and contact the coach administrator with any questions.

## PREPARING FOR THE SEASON

*OK...I received my call from the Division Commissioner.  
I'm getting a team. Yea! Now what do I do?*

You have already done a lot in order to be reading this Handbook. You have discussed coaching with your husband, wife, significant other, and, most importantly, you have volunteered to coach and have said "yes" when your Division Commissioner called. Every volunteer (coach, assistant coach, team parent, board member, etc.) in AYSO must be registered with AYSO and be Safe Haven certified.

**Registration as an AYSO Volunteer:** All head coaches, assistant coaches, team parents and any other adults assisting with your team/AYSO kids must complete, sign and submit an **AYSO Volunteer Registration Form** to the Regional CVPA. Log on to [www.eAYSO.org](http://www.eAYSO.org) and complete/print out your volunteer form. Sign it and return it to the Region's CVPA. (If you cannot access the internet, call the CVPA for a form.)

**AYSO Safe Haven Certification & Refresher:** Mandatory for any adult working with AYSO kids. This includes head coaches, assistant coaches and any other adults "helping out". New volunteers may become Safe Haven Certified on-line via the region's website. For our returning (already certified) volunteers, a Safe Haven "refresher" will be included at all coach certification classes, referee certification classes, general coaches meetings and the returning referees meeting. If a returning coach cannot take advantage of any of the above Safe Haven refresher opportunities, he/she should retake the full Safe Haven Certification on-line via the region's web site.

*OK...I'm registered, but what do I know about soccer  
and what do I need to know?*

**We are here to help you...AYSO Coach Certification:** Region 92 conducts U10 and U12 classes as coaches are required to be coach certified at the age appropriate level or above. Our U14 coaches need to obtain Intermediate Coach Certification and these classes are given by Area 1D.

FYI - It is also an Area 1D requirement that all (head and assistant) League Champion and All Star Coaches be age appropriate certified or they will not be approved. This means U10 certification for U10 coaches, Youth U12 Certification for U12 coaches and Intermediate Certification for U14 coaches.

Classes will be available during the summer and will be listed on the region website as we obtain instructor commitments. Our coaching classes are also open to any interested parent or player. AYSO also offers on-line versions of the U8 and U10 coach courses (the U10 coach course also involves instruction at the field). Please contact your division commissioner or coach administrator for more information.

Coaches are not restricted to taking AYSO Certified classes in El Segundo. They may also take advantage of AYSO classes being offered in other regions. If attending a class out of town, the region will reimburse you for any course fee. It is also important to notify your Coach Administrator of **the date, location, name of instructor and course roster number** so he/she can be sure you get the proper credit.

AYSO provides many other certified levels of coach training. You should notify the Coach Administrator of your interest and check the region website as well as the area website ([www.ayso1d.org](http://www.ayso1d.org)).

**U6, U8, U10 Coach Courses** have no prerequisites, but they do build on each other. These classes will be available in Region 92 as well as other regions. Information will be available through Division Commissioner and the Coach Administrator. You should also check the Region and Area web sites.

**Youth/U12 Coach Course:** This also has no prerequisite, however you will have a definite advantage if you already have U10 coach certification.

The Region is fortunate to have volunteer instructors at the U6-U8-U10-U12 levels, so classes will be available within El Segundo. Classes are also available in other regions. Information on scheduled classes will be available through Division Commissioners and the Coach Administrator. You should also check the Region and Area web sites.

**Intermediate (U14) Coach Certification** has a prerequisite of Youth/U12 certification. Our region does not have a certified instructor at this level, so coaches will have to take classes "out of the region" (It isn't that far...Hawthorne, Westchester, Redondo Beach, etc.). The Coach Administrator will have information as to classes being offered and information is also available on the Area 1D web site.

**General Coaches Meeting:** Mandatory for all head coaches. Assistant coaches are also welcome. Conducted by the Regional Commissioner, the Coach Administrator and the Referee Administrator to review the information that coaches need in order to have a successful season. Also includes Safe Haven Refresher.

## TEAM FORMATION

### *How are teams formed and when can I start?*

The division commissioner forms teams with a balance of age and ratings. Players are allocated as evenly as possible to teams based on age and then by rating. Several other board members review the teams to insure that they are balanced and fair.

Results from games are maintained in U10-12-14. (This is new to the first year U10 players and parents.) Team balancing at this level becomes a bit more difficult as the players are accruing more soccer experience and the difference in skill levels becomes more obvious. The U10 division commissioner and program commissioner will review parent/player requests for a specific coach and/or teammates, but it is extremely unlikely that it will be granted. With 20-30 teams in this division (girls and boys), it's hard enough to balance teams without a multitude of requests.

The **ONLY** player placement guarantee the region will offer is that the head coach's child(ren), or a family with siblings in the same division (if requested) will be guaranteed placement on the same team. If the region is aware of difficulties between a family and/or coach, the region will review the team rosters to avoid starting the season off with conflicts.

Once teams are finalized, there will be no changes.

**DIVISION COACHES MEETING:** Once teams have been formed, the coaches will gather for a group meeting with their Division Commissioner. They will review the team rosters and receive **registration forms (aka: white sheets)** for each player. The registration forms (with a wet/original signature) serve as proof of registration as well as a medical release in case of injury. The coach **MUST** have the white sheets for every player in his/her possession on-site **WHENEVER** the team has ANY function, be it a practice, game, meeting, or even a team party. It is also recommended that the coach make a set of copies for the Assistant Coach. Any copies made must be signed (again) by the parent/guardian in blue ink to be valid.

### *OK...I've got my roster and registration forms...now what?*

Determine when and where you are going to have your first team meeting and then **CALL YOUR PLAYERS!** Kids are anxiously waiting notification, as are their parents.

Coaches should use these calls for introduction, for notification of your first team meeting and to **START RECRUITING YOUR TEAM VOLUNTEERS**. In U10 you will need:

**Assistant Coach(es)**, to help at **most** practices and games;

**Team (AYSO Certified) Referee(s):** to act as the team representative(s) in officiating a group total of 20 games (not their own) during the regular season. The requirements and function of the team referee is covered in a later discussion of team referee policy (refer to the section titled Team Referee Program) and team standings (refer to the section titled Standings and Advancement).

**Team Parent(s)**, to assist the coach by coordinating snacks, making phone calls, planning the team party, collecting and distributing photos, pick-up trophies and collecting and returning uniforms at the end of the season and so forth. These duties may be split up among more than one team parent. You should advise the Team parent of the scheduled Team Parent Meeting (see calendar).

**Team Field Helpers:** The home team of the first game of the day will be responsible for lining the field and positioning corner flags and goals. Likewise, the home team of the last game of the day is responsible for taking down the field (moving the corner flags, emergency "bucket" and goals to assigned location) and doing one last check for trash.

Remind the parents that AYSO is a volunteer-run organization. It's about what's good for the kids. It only takes a few hours to become qualified as an introductory level coach or referee. If the parents are not able to commit even that much time, there are many small jobs they can help with. Even a couple hours a season are an important contribution to the team and the Region.

## YOUR TEAM MEETING

Your team meeting will set the tone for building the kind of support you and your players need for a successful and fun season. All who come to this meeting will arrive with certain expectations. Being prepared, coaches can set the stage for meeting, exceeding and/or addressing these expectations.

### *What should I present at the team meeting?*

#### **Suggested Agenda:**

- **Introductions** all around.
- **Registration Information:** Have all parents review their white sheets and verify, correct or add any additional information (particularly the addition of cell numbers). Please check again if parents have forgotten to note allergies and/or inhaler needs. It would also be helpful to have an additional set of copies for each parent to sign.

- **Team Communication:** In some instances you may have families that do not live together as one unit. In an effort to avoid miscommunication or embarrassment, let parents know that if they have circumstances that require notification to more than one contact, they can let you know after the meeting.
- **Team Roster:** Use information from your white sheets to type up a team roster for distribution to your player's. Along with player contacts info, be sure to include the coach's phone number(s) and e-mail addresses. You can also get additional e-mail addresses at your team meeting. (Your Team Parent will receive information on the Region's roster book at the team parent meeting, later in the summer).
- **Team Volunteers:** Review your team's volunteer needs and recruit your volunteers. These are NOT responsibilities that are to be added to your current responsibilities. You will need Assistant Coach(es), Team Parent(s) and Field Helpers. NOTE: There have been times when a coach has been unable to recruit a team parent. In this instance it is suggested that the coach assign each parent a specific team parent duty rather than try to take this on themselves.
- **Review the AYSO Region 92 Parent/Player Handbook.** Every family has already received their copy at registration; so please ask each family to review and bring their copy to the meeting along with any questions they may have. (Don't worry...If you do not know the answers, you can get back to them).
- If available, announce the **time and place of your practice.** The region cannot coordinate and distribute field practice schedules until we have received permits from the City and ESUSD. If scheduled time is not available, still remind your parents that all players must wear shin guards, bring water and their soccer ball to practice. The game schedule will be forthcoming at the General Coaches Meeting.
- **Review the Kids Zone Pledge and advise parents about positive spectator conduct.** Have each parent review and sign their Kids Zone Pledge. This pledge outlines the goal of AYSO for a positive and fun environment for coaches, players and spectators. Signed pledges should then be collected and given to the Team Parent to bring to the Team Parent Meeting. Please remind parents spectators should stick to positive cheering and encouragement of their players, with no spectator coaching from the touchline. They are there to have fun! **A considerate/positive spectator will make your job a lot easier!**
- **Spectator Seating:** Coaches should review the desired spectator seating at games. While not a big deal at the U6 and U8 level, we are trying to develop good spectator habits, and these are particularly important as they progress in the upper divisions. The home team (the first team listed on the schedule) should sit back 3 feet from the touchline on the north or east side of the field. The visiting team (listed last on the schedule) should sit back 3 feet from the touchline on the south or west side of the field. **The Coach should make it very clear that spectators are NOT to sit behind the goal line.** Sitting behind the goal line will distract the players on the field and put the spectators at risk.

- Please review the Region's request of **no pets on the fields.** Per the ESUSD, dogs are NOT permitted on school property when children are present. This currently applies to all games or practices on school property. If a game or practice takes place on city property, City ordinance does permit a leashed dog on the property. However, the regional board strongly requests **that dogs NOT be brought to ANY field during games or practices.** No matter how loving, well behaved and gentle our pets may be, the soccer field is an environment of a high degree of activity, excitement and noise. There is no way to know what player or spectator may be afraid or allergic to animals. Bringing a pet to the field only increases the risk of injury to the children and/or the pet, and leaves the pet owner at risk as well. Please advise your parents to be considerate of others and leave pets at home so everyone can enjoy the event and give the children their undivided attention.
- Remind parents to assist in **picking up trash** after a game (even if it wasn't theirs). Using the school and city fields is a privilege we do not want to lose.
- **Discuss your objectives** for the season and your special concerns.
- **Advise parents of the Region's Kick-off Party.** This is a painless fundraiser for the region and will be a fun way of supporting and kicking off our program. Information will be available at your Division Coaches meeting and on the web.
- Thank parents for their time. Set the time, date (and location) for your next meeting, practice or contact.

## ORGANIZING YOUR PRACTICES

**PRACTICE TIME AND LOCATION:** Practices may occur only at facilities in which the Region has obtained a permit, on the specified day and time slot of your division. Each division is assigned specific days and time slots at specific fields for their divisions. We require that you honor these assignments as we have over 90 teams in the region and there may be other organizations with which we share the fields.

In addition, The City will be fining the region for reserved/permited time on fields that go unused. (Someone else could have used the field and the expense of lights that may have been on but not needed).

Therefore every coach needs to submit his or her practice time slot(s) to their division commissioner. The Fields Manager will then coordinate practices and make sure we are using all the fields and times we have reserved.

The Region's field availability changes twice during the season due to fields being closed during the summer for seeding, other sports' season still in play/field use and the change to daylight savings time in October. **You will need to submit your practice time for the entire season (including changes to take place after daylight savings time) in order to receive your equipment.**

**EQUIPMENT:** Once you have determined your practice time and location, you should advise your division commissioner. Your division commissioner will advise when equipment is ready to be picked up. Practices will not begin until late August.

As you plan your practices, here are a few reminders:

- U10-12-14 practices are generally held twice a week for up to 90 minutes per session
- Bring your players' **registration forms** [Don't leave home without them!].
- Each player must wear **shin guards** with socks worn **OVER** the shin guard (not under or under then over).
- Players may not wear **jewelry** of any kind. This includes stud earrings or band-aids over stud earrings.
- Players may not wear **hard casts or splints**; and may not remove them to play.
- Each player should bring a **water bottle**.
- Each player should bring a **size 4 soccer ball**.
- **Two adults** (at least one the same gender as the players) should be present at all times during the practice.
- Bring a **plan** for your practice. There are sample drills in your AYSO U10 Coaches Course Manual. The Region also provides its coaches with access to an on-line coach's curriculum. UK International Soccer Camp, the only official camp provider of AYSO Soccer Camps, provides a curriculum of age appropriate games and drills. Coaches will receive a flyer with instructions and the region's password at the General Coaches meeting. It is also available by contacting the Regional Coach Administrator.
- Keep the players **moving** to build stamina.
- Work on players' **skills**, but don't introduce too much at one time.
- Build team **spirit** and **cooperation**.
- Teach the players the **laws** of the game at a level they can understand.
- Keep it **safe, fair, and fun**.
- Have a **good time**.

## GAME FORMAT

### *I took the class last year...what if I forgot something?*

Here are a few quick reminders from your U10, U12/Youth and Intermediate coach certification classes:

**BALL:** U10 & U12: Size 4 ball  
U14: Size 5 ball

**GAME DURATION:** Soccer is played in two halves, with a substitution break halfway through each half and a 5-10 minutes break between halves.

- U10 plays 25 minute halves
- U12 plays 30 minute halves
- U14 plays 35 minute halves

**MAXIMUM PLAYERS ON THE FIELD:** Region 92 plays a short-sided game in U10. In previous years the region played 9v9, however this year the U10 will play 8v8. The U12 and U14 divisions play 11v11.

### VARIANCE FROM FIFA LAWS:

There are NO variations from FIFA Laws. All coaches will receive a copy of the Laws of the Game at the General Coaches Meeting. In addition, you may find the laws of the game at [www.FIFA.com](http://www.FIFA.com)

### NOTES TO U10 COACHES:

U10 coaches should keep in mind that their first year U10 players (and their parents) will be experiencing the "Offside" Law for the very first time. PLEASE take time to educate the parents as well as the players of this law. It will cut down on spectator reaction when the referee calls this foul.

U10 coaches should also remind their players that there are no more second chances for throw-ins. Those moving up from U8 are used to "referee warnings".

**SUBSTITUTIONS:** The Referee will call for substitutions approximately midway thru each half. Please educate your players and parents to the fact that this is NOT a "quarter" nor a halftime break AND that the clock keeps running. Also, please note that if your team takes too long to make substitutions they may be penalized for "delay of game" and lose sportsmanship points (addressed below under Sportsmanship Points).

**TIME ON THE FIELD:** EVERY player is to play at least three out of four quarters. If there are issues with a player's participation, the coach should address this with the coach administrator.

## SPORTSMANSHIP POINTS

At the conclusion of a game, the Referee Team will mark Sportsmanship Points on the back of the line-up card. There are five sportsmanship categories, each with a potential of 5 points, for a possible game total of 25 points.

The Sportsmanship categories are:

- Conduct of the Players
- Conduct of Coaches
- Conduct of Spectators
- Uniform Appearance
- Courtesy Towards Referee

The referees expect you to know the laws of the game. The Referee is not obligated (nor inclined) to give you second chances with regard to losing Sportsmanship Points, nor will they give you an explanation as the game must continue. Our referees are instructed to describe the reason for any loss of sportsmanship points on the back of the lineup card. Please take the time to read the laws of the game. You may access FIFA "Laws of the Game" by going to [www.FIFA.com](http://www.FIFA.com) ("Laws of the Game" link).

## GAME TIME

*We're at the field and ready to go...*

**UNIFORMS:** All participants must wear the official AYSO uniforms provided, with jerseys tucked in. Shin guards must be worn at all games and practices with no exceptions. Soccer socks are to be worn OVER (not under) the shin guards.

**PRE-GAME LINE-UP:** The coach should line-up players for pre-game inspection (uniform jerseys tucked in, cleats, shin guards with socks over shin guards, no jewelry or metal hair clips, etc.) when asked to by a match referee. The coach submits his/her properly filled-in lineup card to the referee.

**START OF THE GAME:** A coin flip is used to determine which team starts the game with the kickoff. The game is started with a free kick at the center mark, in the middle of the field. The opposing team will start/kick-off the second half. Players should be 10 yards from the ball.

**ADULTS ON THE FIELD:** Only players and the official referee team are permitted on the field during game time. The only exception would be if the Referee invites an adult on to the field (ie; calling a coach on to the field for player injury).

**COACH CONDUCT DURING THE GAME:** The coach's presence at game time is to ensure safety, instill confidence and promote fun. Game time is for letting the kids play and have fun. We really don't want our kids hearing their coach yell at them for 50 minutes (and the odds are they can't hear you anyway, so why bother). Use game time to let the kids play and identify your areas of concentration for your next practice. Use your halftime break to provide additional instruction along with encouragement. Remember to have fun!

**SPECTATOR CONDUCT DURING THE GAME:** Coaches should advise spectators of the assigned side of the field and be sure that they do not sit behind the goals or goal line. Spectators should sit 3 yards away from the touchline and between the penalty areas. Spectators should mind the Kids Zone pledge and limit themselves to positive cheering. Mechanical cheering devices and horns are prohibited.

**GENERAL CONDUCT AT ALL TIMES:** The highest standards of conduct and good sportsmanship must be maintained at all times, by coaches, players and spectators. Abusive, insulting, or **foul** language is forbidden. The use of **alcohol or tobacco** products in the vicinity of the playing field during practices or games is strictly **prohibited**.

**END OF THE GAME:** At the end of the game, the coach should coordinate players in a short "cheer" for the opposing team and line players up to shake/"high five" the hands of the opposing team. The team should also thank the referee crew if they haven't done so in line. Please reinforce good sportsmanship. If the kids hands are sweaty or wet from water bottles, have them wipe them off before shaking.

## TEAM REFEREE PROGRAM

All teams will play a full season starting the first Saturday after school starts and ending the Saturday before the week of Thanksgiving.

The purpose of the team referee program is to ensure that the Region is able to provide a referee team for every U10-12-14 game. All teams in these divisions are asked to be responsible for filling a cumulative twenty (20) referee points during the 11-week regular season. This may be in the form of a Center Referee (worth 2 points) or Assistant Referee (worth 1 point).

## GAME DAY

*We've practiced. What else do we need to know/do?*

**FIELD LOCATION:** U10 games will be played on the Campus El Segundo East Field located on Mariposa between Nash and Douglas.

**FIELD SET-UP:** The home team of the first game of the day on any field is responsible for the set-up of that field. Teams should arrive early enough to perform this duty in order to start their game on time.

**FIELD TAKE-DOWN:** The winning team of the last game of the day on any field is responsible for the take-down of that field.

**GAME SCHEDULES:** Game schedules will be available at the General Coaches meeting. If rained out, etc., U10 games will not be rescheduled. We realize personal conflicts may arise, however coaches are prohibited from canceling or rescheduling games.

**FIELD CLOSURE:** The Region's hotline will have information regarding field closure due to incimate weather. Please check the hotline (310-322-9760) and then contact your players, phone tree, etc. Do not have all parents contacting the hotline, or coaches will have difficulty getting through.

**REFRESHMENTS/SNACKS:** Spectators may choose to bring individual player snacks or a team snack. Players should not drink or eat until they have performed their cheer, shaken hands with the opposing team (and referee crew) and come off the field. The only drink permitted on the Campus El Segundo fields is water. **Do not bring** anything besides water onto the field. Other types of beverages are only permitted in the concrete bleacher areas.

**POST GAME CLEAN-UP:** Please have your team pick up all trash as soon as or wherever it appears. Even if it was there when you arrived! Don't forget all those little cellophane wrappers from straws.

## STANDINGS AND ADVANCEMENT

The U10 division is the first competitive division for most players and parents. The U6 and U8 divisions did not maintain standings or keep track of sportsmanship points. Starting in U10, we do both. This is also the first division in which a certified referee is assigned to officiate the match. This person is known as the center referee. Normally, there will also be two certified referees in the roles of assistant referees. However, if not enough referees have volunteered to be at the match, the coaches may need to enlist the help of a club linesman to work a sideline.

At the end of the match, the referee crew will record on the lineup (game) card the final score and the winning and losing teams. If the game ends in a tie, that would also be recorded by the referee. Then, on the back of the card, the referee crew will record the values the teams received for each of the five sportsmanship categories. They will then total this amount and record this number on the card. At the end of the day, the game cards will be picked up from each field by the statistician and the results will be posted to the division standings.

At the end of the regular season, the teams that earn the necessary number of referee points will qualify for the division playoffs. This is a single elimination tournament used to determine our Region's division champions. The division champions qualify for advancement to the Area Tournament of Champions in January to compete against division champions from other Regions in our Area.

## END OF THE SEASON

*We're close to our last game...anything else?*

The AYSO philosophy of BALANCED TEAMS is accomplished through the use of player ratings. Coaches must evaluate the soccer skills of their players in regard to the entire division. Over a season, player talents develop; so coaches must rank the players anew at the end of the season.

At the U10 level we rate the players on a scale of 1 to 10. Most players will fall in the 4-5-6 range. Coaches will receive information on ratings criteria from their Division Commissioner and be expected to submit their ratings at the end of season division meeting.

**RATINGS ARE NEVER TO BE SHARED OR DISCUSSED WITH PARENTS, FRIENDS, FAMILY MEMBERS OR CHILDREN UNDER ANY CIRCUMSTANCES.**

**TROPHIES & MEDALS:** Only the teams taking first place in the Regional Playoffs receive trophies. The teams in first place at the end of the regular season will receive medals. Teams with the highest sportsmanship scores in their divisions will also receive medals.

**(ADULT) VOLUNTEER APPRECIATION:** All Region 92 volunteers are invited to a celebration in appreciation of their efforts. The time and location will be available on the web or by contacting your division commissioner after the start of the season. Division Commissioners will be asked to collect RSVP's from each team. When asked for RSVP's the coach should check with assistant coach(es) and team parent(s) regarding their planned attendance as well as their intent to come alone or bring a guest, spouse, significant other, etc. This is very important as some coaches have more than one team and some households have more than one volunteer. Coaches should relay names, "yes or no" and "with or without" a guest to their Division Commissioner and the Region's Special Events Coordinator so we can plan accordingly for an enjoyable evening. It should be noted that this event is for adults (21 years of age or over) only. Children may not attend. FYI – Our youth volunteers will be recognized in a different manner.

## RATINGS & ALL STAR SELECTION

Player ratings, as previously mentioned, are used for team balancing. They are also used as an aid to All-Star selection in the U10, 12 and 14 divisions. After the completion of the regular season (and the date permitted by Area), the Division Commissioner will hold a coaches meeting. The meeting's goals will be to ensure that players' ratings are correct and to select candidates for All-Star selection. Our Region's All-Stars teams participate in the Area All-Stars tournament. Please refer to the Region's policy on player ratings and the policy on all-stars selection for more information.

## SPRING SELECT SOCCER

Spring Select Soccer is a soccer program for boys and girls run by Region 92 in the spring and summer after the completion of the regular fall season. Teams compete in spring leagues and/or tournaments outside of the region and the level of play is more competitive.

To be eligible for the Select Soccer program, a player must have been registered and participated with AYSO Region 92 in the preceding fall season.

An indication of interest does not guarantee placement on a team. Whether a player is assigned to a select team depends upon the number of coaches, the coach's player selections and the player's coach selections. Please refer to the Region's policy on spring select soccer for more information.

## MISCELLANEOUS

### *Does the region permit Youth Volunteers?*

Yes! Our youth are permitted and encouraged to assist in our program, but they must meet similar requirements of our adult volunteers.

#### **YOUTH COACH TRAINER**

A Youth Coach Trainer may assist the head coach at practices and games. In order to participate, the Youth Coach Trainer must meet the following requirements:

1. Must be between the ages of 12 – 18 yrs of age
2. Must complete and submit a youth volunteer form (signed by their parent or guardian) to the Regional CVPA
3. Must be or become Safe Haven Certified
4. Must be or become certified at the same coaching level required of an adult volunteer in the similar position (in this instance U10 Coach Certification or higher)
5. Must have an AYSO region 92-registered adult volunteer with Safe Haven and the appropriate certification (ie; U10 coach certification) on site/responsible for the session at all times. This adult may NOT leave the field until all players have been picked up by their parent/guardian.
6. Must be at least 2 years older than the age requirements of the division in which they are participating as a volunteer.
7. Must be approved by the Coach Administrator
8. Must be approved by the Regional Commissioner

**NOTE:** The head coach or other registered, certified volunteer in charge must also have the youth coach trainer's signed medical release form in their possession along with the player's registration/medical release forms.

#### **YOUTH REFEREE**

If a youth expresses interest in becoming a referee, please direct them to our Referee Administrator.

### *What if I have a player who wants to drop?*

First, advise your division commissioner that you have a player who intends to drop. Second, direct the parent to complete the process. In order to drop a player, **the parent is responsible** for obtaining a refund/drop form, getting the appropriate signatures and submit the form to the registrar.

- FORMS are available (1) in every parent/player handbook distributed at registration, (2) on our web site for printout, (3) by contacting our registrar and (4) by contacting our treasurer.
- SIGNATURE: As their coach, the form will require your signature and information as to whether the player has returned their uniform and attended any games.

The balancing of teams is particularly critical in the U10-U12-U14 divisions due to standings, advancement, etc. If a player "drops" from your team, the region then can only "replace" your player under the following criteria and time frame:

1. We must have a player with comparable skills on the wait list.
2. The parent/guardian of the "dropped player" has completed and submitted all required paperwork to our registrar prior to the second game of the season. (NOTE: a player cannot be added until the original player has been officially removed from the Region's "List of registered Players").
3. The comparably skilled player has submitted paperwork and fees to the registrar prior to the second game of the season/ (Note that item 2 must be fulfilled prior to item #3)

### *What if someone gets injured at a game or practice?*

Your first concern is seeking the appropriate medical attention immediately. If an emergency call for assistance is needed/made at a field in El Segundo and you are **using a CELL phone, dial: 310-524-2760**. This will connect you directly with dispatch. If **using a landline, dial: 911**.

Injuries must be reported as soon as possible to the Regional Safety Director. You will be provided with forms and asked to complete the necessary reporting information. Information that you should take note of and will be asked to provide includes:

- Accident date and time
- List of witnesses (names & contact info)
- Description of the incident
- Description of the injuries
- List of who was involved
- Description of actions taken

**NEED HELP?**  
**Pick up the phone or send an e-mail:**

*In general, your division commissioner should be your first contact.*

U10 Division Commissioners:	Girls – Christine Hess • 310-726-0159 cchrissy19@aol.com
	Boys – Terrence DeKretser • 310-615-1958 dekretzers@gmail.com
Coach Administrator:	Lori Clagg • 310-322-3612 ayso92coachadmin@sbcglobal.net
Referee Administrator:	Walt Schumacher • 310-640-1558 ayso92refereeadmin@sbcglobal.net
Program Commissioners:	Girls – Mike Doherty • 310-644-1204 uclabruins1980@sbcglobal.net
	Boys – Rudy Masis • 310-765-3361 ramasis_90245@yahoo.com
Regional Commissioner:	Ricky Labayen • 310-416-1477 ayso92rc@sbcglobal.net
Spring Select Commissioner:	Viera Ewell • 310-414-6789 vierkae@yahoo.com
Child Volunteer Protection Advocate (CVPA):	Nicole Walker • 310-648-8202 ayso92mom@gmail.com
Safety Director (Injuries):	Mike Moore • 310-322-8407 M4Moore@socal.rr.com
Fields Manager:	Jonathen Marder • 310-210-0384 jonathen@carrierconsulting.com
Equipment Coordinator:	Jonathen Marder • 310-210-0384 jonathen@carrierconsulting.com
Uniforms Coordinator:	Michelle Olson • 310-640-2569 czech68@yahoo.com
Registrars:	Katherine Sautner • 310-322-6014 gundogirl@aol.com
	Denise Moore • 310-640-2851 dvmoore@hotmail.com

Region Website:	www.ayso92.org
Region Hotline:	310-322-9760 (Field Conditions: extension 2)
Area Web Site:	www.ayso1d.org
Section Web Site:	www.aysosection1.org
AYSO National Web Site:	www.ayso.org

**Emergency “911” Assistance**  
**for cell phones used within El Segundo: 310-524-2760**

**NOTES**

*Please use this area to make notations regarding any additional information that would have been helpful to you. At the end of the season, please send an e-mail to the coach administrator with your suggestions and/or comments on how to improve this coaching tool. Thank you.*

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