

**BRADDOCK ROAD YOUTH CLUB  
RECREATIONAL SOCCER PROGRAM  
COACHES' HANDBOOK**

**I. INTRODUCTION .....3**

**II. GUIDING PRINCIPLES .....3**

**III. REGISTRATION.....3**

**IV. INSURANCE .....4**

**V. LIABILITY AND CONDUCT FORM & MEDICAL RELEASE FORM.....4**

**VI. RISK MANAGEMENT/PLAYER PROTECTION .....5**  
*Gathering Information.....5*  
*Guidelines for Handling Information .....5*

**VII. GUIDELINES FOR APPROPRIATE BEHAVIOR .....7**

**VIII. TEAM ORGANIZATION.....9**  
*Players .....10*  
*Refunds.....10*  
*Scheduling/Communications .....11*

**IX. FIELDS.....11**

**X. UNIFORMS .....12**

**XI. EQUIPMENT .....14**  
*Team Equipment.....14*  
*Field Equipment .....14*  
*Ball Sizes .....14*

**XII. SEASON .....14**  
*Scheduling .....14*  
*Practices .....14*

**XIII. GAME: DURATION, SUBSTITUTIONS AND CANCELLATIONS.....15**  
*Game Duration/Substitution Schedule .....15*  
*Minimum Number of Players .....16*  
*Substitutions.....16*  
*Cancellations.....16*

<b>XIV. CONDUCT AT GAMES.....</b>	<b>17</b>
<i>League Directors .....</i>	17
<i>Players, Coaches, and Spectators .....</i>	17
<i>Unreasonable Conduct.....</i>	19
<i>Alcohol, Drugs, &amp; Tobacco Products Policy .....</i>	20
<i>Pet Policy .....</i>	20
<b>XV. STANDINGS.....</b>	<b>20</b>
<i>Blowout Scores .....</i>	20
<i>Standings .....</i>	20
<i>Tie-Break Procedure .....</i>	21
<b>XVI. ALL-STAR PROCEDURES .....</b>	<b>21</b>
<i>Number of Teams.....</i>	21
<i>Coach Selection .....</i>	22
<i>Player Selection .....</i>	22
<i>Schedule .....</i>	24
<b>XVII. COACHES' LICENSING, TRAINING, AND REVIEW.....</b>	<b>25</b>
<i>Licensing .....</i>	25
<i>Training .....</i>	25
<i>Review .....</i>	26
<b>XVIII. GRIEVANCES, PROTESTS AND COMPLAINTS.....</b>	<b>26</b>
<i>Grievance.....</i>	26
<i>Protest.....</i>	26
<i>Complaints .....</i>	27
<b>XIX. DISCIPLINE AND SANCTIONS.....</b>	<b>27</b>
<i>Players' Discipline .....</i>	27
<i>Coaches' Sanctions.....</i>	27
<i>Parent, Guardian, and Spectator Sanctions .....</i>	27
<i>Discipline/Sanctions Panel .....</i>	28
<i>Adjudication Committee .....</i>	28
<i>Appeals Process .....</i>	28
<b>XX. BRYC CODE OF CONDUCT .....</b>	<b>30</b>
<i>Coaches and Players .....</i>	30
<i>Spectators .....</i>	31
<i>Officials .....</i>	31
<b>XXI. DEFINITIONS .....</b>	<b>32</b>
<b>XXII. FIELD DIRECTORY .....</b>	<b>34</b>

## **I. INTRODUCTION**

This Coaches' Handbook is intended as a ready reference to the rules and procedures of the Braddock Road Youth Club (BRYC) Recreational Soccer Program. The *BRYC Policy and Procedures Manual* is the controlling document of the Club's Soccer Program and should be referenced for the resolution of questions of policy.

BRYC Recreational Soccer Program leagues will play according to FIFA laws as published in the *Laws of the Game*, and with all youth modifications as allowed by FIFA, with the following supplemental rules and policies agreed upon by the Recreational Soccer Executive Committee and/or Commissioner.

## **II. GUIDING PRINCIPLES**

Coaches set the example.

Coaches will know and coach the *Laws of the Game*.

Coaches and players will show respect for officials.

Coaches and players will respect each other.

Coaches and players will demonstrate fair play and good sportsmanship.

Coaches, players, parents, and spectators will not use foul or abusive language or humiliating or derisive comments or gestures.

Coaches are responsible for and will control players and spectators.

County, Club, and private property will be respected.

No BRYC coach, parent/guardian, spectator, player, or official will use alcohol, drugs, or tobacco products on any BRYC-permitted premises or during any event in which BRYC is a participant.

## **III. REGISTRATION**

Registration for each season will be conducted online through the BRYC Recreational Soccer website ([www.brycsoccer.org](http://www.brycsoccer.org)). An in-person registration will also be held each soccer season (usually in conjunction with team photos) for those without electronic access. Registration consists of the parent or legal guardian filling out the appropriate

form either in electronic or paper format. Payment is due in full at the time of registration. No child may practice or play for BRYC before he/she is registered. Late registrants may be accepted at the discretion of the appropriate League Director, Deputy Commissioner, or Commissioner.

#### **IV. INSURANCE**

BRYC, through the Virginia Youth Soccer Association (VYSA), has purchased Accidental, Medical, and Liability Insurance. All registered players, coaches, assistant coaches, and administrators of youth teams are covered up to the limits of the policy. Details on coverage are available through VYSA.

#### **V. LIABILITY AND CONDUCT FORM & MEDICAL RELEASE FORM**

All parents or legal guardians are required to complete and sign a Liability and Conduct form and a Medical Release form for each player. Players who are 18 years of age at the time of registration are required to co-sign their own forms with their parent or legal guardian. The forms are available from your League Director or through the website.

The purpose of these forms is to briefly explain BRYC Recreational Soccer policies pertaining to players' safety, parent/guardian and player conduct and liability, and to authorize emergency medical treatment. This is for the protection of the players, parents, coaches, and BRYC Recreational Soccer staff members.

While BRYC strongly stresses safety, there is always the possibility of injury. Therefore, forms must be completed and signed. This will permit the coaches to immediately take an injured player for emergency treatment. **Coaches must have the completed liability and medical release forms with them at all times, both at practices and games.** If the head coach will not be present for a practice or game, the forms must be given to an assistant coach or acting coach so that they are available in case there is a need for emergency medical treatment.

If a parent/guardian chooses not to sign the Medical Authorization form, he/she must be present at all practices and games in case a need for emergency treatment arises. Coaches may not permit a player to participate in a practice or game without a signed medical release form, or, alternatively, a parent/guardian at the field at all times. Failure to either sign the forms or be present at practices and games will result in the player not being permitted to practice or play.

## VI. RISK MANAGEMENT/PLAYER PROTECTION

BRYC is committed to providing a safe environment for its members and participants, and to preventing abusive conduct in any form. Every member of this organization is responsible for protecting our participants and ensuring their safety and well-being while involved in sponsored activities. We encourage parents to become as active as possible in sponsored activities, matches, practices, and other events. The more the parents are involved, the less likely it is for abusive situations to develop.

BRYC Recreational Soccer will not knowingly recommend or knowingly allow for placement in a position that would involve direct contact with a child any person who has: (a) been convicted of any felony, crime of violence, or crime against a person; (b) an arrest record for any offense involving sexual misconduct; (c) a documented or demonstrated history of drug abuse or alcohol abuse within the past five (5) years; (d) failed to complete the Risk Management Disclosure Form; or (e) demonstrated a pattern of behavior that would have a detrimental effect on children.

To aid in providing a safe environment for our players, participants, and staff, we appoint all coaches, officials, and volunteers--and anyone else affiliated with our organization--as protection advocates. Every member of this organization is responsible for reporting any cases of questionable conduct or alleged mistreatment toward our members by any coach, official, volunteer, player, parent, sibling, or spectator.

**Gathering Information.** A standard BRYC Risk Management Disclosure Form will be completed by all club members who have regular contact with children, including, but not limited to, the following: Coaches, assistant coaches, substitute coaches, trainers, administrators, and other volunteers who have direct contact with players. The BRYC Risk Management Disclosure Form will be valid for one (1) season. Those completing the form shall agree to be subject to a yearly sensitive criminal history check as a condition of their participation in any BRYC program. No volunteer will be accepted into the program and no rosters or other materials will be distributed until and unless a criminal background check has been completed, the results reviewed, and the volunteer is approved.

### **Guidelines For Handling Information.**

1. Information Discovered During Criminal Background Check Before Affiliation with BRYC: The Commissioner or his/her designee will review the results of each criminal background investigation before any coach, assistant coach, substitute coach, trainer, administrator, or volunteer may assume responsibilities, begin practices, hold team meetings, or otherwise interact with BRYC players. The Commissioner will provide the BRYC Risk Manager with the results of all criminal background investigations within a reasonable period of time. If any investigation reveals any of the enumerated causes for disqualification, the Commissioner will

immediately notify the affected individual and bar that individual from any further involvement in BRYC activities.

2. Misconduct Discovered While Affiliated with BRYC: The club will respond quickly to any and all allegations of abuse within this organization. In the event that any BRYC member learns of an allegation that could potentially disqualify a currently serving coach, trainer, administrator, or other volunteer from further participation in BRYC activities, that allegation must be reported immediately to the Commissioner. The alleged offender will be notified of such allegations promptly. Any person accused of misconduct that would result in disqualification from participation in BRYC activities, or who engages in inappropriate behavior, will be suspended by the Commissioner until the matter is resolved.
3. Appeal: Persons who are barred, disqualified, or suspended from BRYC activities by the Commissioner may appeal through the BRYC Risk Manager to the Risk Management Committee. The BRYC Risk Manager is an individual appointed for a period of up to two (2) years by the BRYC Board. The BRYC Risk Manager will promptly evaluate the results of the criminal background investigation/alleged disqualifying behavior and the Commissioner's recommendation. The Risk Manager will report the matter to the BRYC Risk Management Committee. The BRYC Risk Management Committee is a three (3) person body, appointed by the BRYC President for a term of one (1) year. This committee will provide notice to the disqualified party of the disqualifying factor(s) and an opportunity to be heard. After considering all of the evidence, to include recommendations of the Commissioner and BRYC Risk Manager, the Risk Management Committee may, upon unanimous vote, grant the appeal and allow full participation in BRYC activities. The Risk Management Committee's decision will be binding.  
  
The Risk Management Committee also may, upon application through the BRYC Risk Manager, consider the case of any barred, disqualified, or suspended person who seeks conditional or limited participation in club activities. The Risk Management Committee may, upon unanimous vote for good cause shown, allow such person to be involved in such BRYC activities as the committee may deem appropriate.
4. Reinstatement: A person who is accused but later cleared of charges may apply to be reinstated by the Commissioner. Reinstatement is not a right, and no guarantee is made that he or she will be reinstated to his/her former position. In the event reinstatement is denied by the Commissioner, the affected party may appeal to the Risk Management Committee for reinstatement. A unanimous vote of the Risk Management Committee is required for reinstatement. The Risk Management Committee's decision will be final.
5. Privacy: Since criminal histories are a matter of public record, and the fact that

the person involved may be asked to step down from their role with BRYC, BRYC will not guarantee that this type of information, once discovered, will be kept confidential.

## **VII. GUIDELINES FOR APPROPRIATE BEHAVIOR**

The following guidelines of behavior and procedures are established for our staff, volunteers, and participants. All members of this organization, as well as parents, spectators, and other invitees, are expected to observe and adhere to these guidelines.

1. Abuse of any kind is not permitted within our organization. This means we do not tolerate physical, sexual, emotional, or verbal abuse or misconduct from our players, coaches, officials, volunteers, parents, or spectators.
2. Physical and sexual abuse, including, but not limited to, striking, hitting, kicking, biting, indecent or wanton gesturing, lewd remarks, indecent exposure, unwanted physical conduct, any form of sexual conduct or inappropriate touching, are strictly prohibited within our organization.

### **a. Physical Conduct**

- 1) Adults and others in positions of authority must be aware that physical contact can be misinterpreted. Physical contact should be limited to that necessary to teach a skill, treat an injury, or console or congratulate a player. Physical intimidation, physical punishment, or threatening a player with physical harm are not appropriate behaviors and will not be tolerated. However, reasonably requiring players to do push-ups, running, or the like for misbehavior would not likely be considered inappropriate.
- 2) Sexual contact of any kind between adults and players is prohibited whether or not the contact is consensual.
- 3) Hazing or any type of initiation to a club or team is prohibited.
- 4) Corporal punishment is prohibited.

### **b. Social Conduct**

- 1) Supervision: Adults must be prudent when participating in team social activities. Proper, non-provocative attire will be worn at all BRYC-sponsored activities. One-on-one contact between an adult team representative and any player must be conducted in the view of at least one other adult. A minimum of two adults, at least 21 years of age, must be at each team activity, to include practices, games, and parties.
- 2) Chaperone Ratio: When traveling overnight with youth participants, children who are not lodged with their parent(s) should be paired up with

other children of the same gender and similar age group, with chaperones in separate but nearby rooms. Adults should respect the privacy of players. If showering or changing room facilities are available, schedules should be made such that adults and children have separate use.

3. Emotional abuse or verbal abuse is also prohibited. These include, but are not limited to, such forms of abuse as: Insulting, threatening, mocking, demeaning behavior, or making abusive statements in regard to a person's race, gender, religion, nationality/ethnicity, sexual orientation, or age.

Language:

- a) Offensive or vulgar language, to include name-calling or harassment of a player, coach, official, or spectator, by adults or children, is unacceptable. BRYC events, including games and practices, should be family oriented events. Adults should model positive communication skills.
- b) Language that is denigrating in nature, content, or tone or refers to one's gender, race, national origin, disability, sexual orientation, or religion in a denigrating or negative manner is not acceptable.
- c) Inappropriate language or threatening language used toward an official, coach, player, parent, or spectator may be grounds for removal from a game or the premises or both.

#### 4. Health and Well-Being

- a) Adults share the responsibility for the player's health while at practices, scrimmages, and games. Adults should have a player's medical release forms and medical kits with them at all times. Coaches should have an emergency plan in place so that if someone is hurt in a practice or a game, the coach knows who to call, where emergency personnel might take the injured party, and how to contact family members.
- b) First aid
  - 1) In the event of a medical emergency, appropriate action must be taken immediately.
  - 2) It is recommended that each coach and/or program administrator have a first aid kit at the game/practice site at all times.
  - 3) The first concern is always to make sure the player is not seriously injured. Never move a player who may have internal injuries. If serious injury is suspected, clear the field or court and summon medical help. It is recommended that standby medical help be present at all tournaments.
  - 4) If it will not hurt the player more, remove him/her from the field or court to the sidelines away from spectators.
  - 5) Officials will not allow a player to participate in a uniform that has blood on it. It is recommended that extra clothing be carried as a precaution. Many



referees will allow a T-shirt of the same color as the jersey to be worn should an accident happen.

- c) Any head injuries resulting in disorientation should result in a player remaining out of the game.
  - d) Any bleeding that occurs must be administered to with latex gloves and properly sterilized bandages. All bleeding must be stopped prior to re-entering the game. Any bandages, uniforms, or other items that have come in contact with the blood must be properly disposed of.
  - e) Adults transporting players must model safe driving techniques and enforce seat belt use for all vehicle occupants.
  - f) The conditions of the field or facility must be conducive to safe play. Weather conditions must also be reasonably safe from lightning, high winds, or extreme temperatures.
  - g) Adults should be aware of the signs of neglect and abuse (physical, emotional, or sexual) of the players. Signs of this should be reported to the local law enforcement agency.
  - h) Never leave a player unattended.
5. Coaching Guidelines: It is the responsibility of the coach to set the standard of behavior. It is also incumbent upon the coach to control the actions of the coaching staff, players, and spectators.

To further protect our youth participants, as well as our coaches, officials, and volunteers, we strongly advise that no adult allow him/herself to be alone with a child or with any group of children during sponsored activities. In particular, we recommend that coaches or other adult members of this organization:

- Do not drive alone in a vehicle with a child participant, other than his or her own child, without permission from the other child's parent or guardian, except when required by medical or other emergency.
- Do not take a child alone to the locker room, bathrooms, or any other private room.
- Do not provide one-on-one training or individual coaching unless another adult is present.
- Have all conversations with youth participants within view of others, in the gym or on the field, not in a private location or office.
- Do not socialize individually with youth participants outside of team- or league-sponsored or parent-approved activities.

## **VIII. TEAM ORGANIZATION**

Teams are formed on a neighborhood/school basis. Attempts are made to honor reasonable carpool requests so long as the neighborhood concept is not disrupted.

Requests for specific coaches will not be honored. Late registrants are assigned to teams on a space-available basis and may have to play outside their neighborhood. Rosters will not be changed except in the most extreme or uncontrollable circumstances, in which a League Director may request a roster change, subject to final approval by the Deputy Commissioner or Commissioner. Coaches may not make changes themselves.

#### 1. Players:

Eligibility is determined by date of birth.

All players must be properly registered. Coaches may not register players.

The maximum number of players per team is determined by age and league. Your League Director has the current parameter sheet.

Play-ups are discouraged. Requests for play-ups may be presented by a League Director on a case-by-case basis to the Deputy Commissioner or Commissioner, and then only when the player's date of birth is within 60 days of the age group cutoff. The Deputy Commissioner or Commissioner will only consider requests for play-downs when accompanied by appropriate medical documentation.

A player may only play and/or practice on one (1) BRYC soccer team per season.

No player will be permitted to play recreational soccer for BRYC while participating with any travel soccer program, in or out of BRYC, within the same season. Although a player may participate in BRYC Recreational Soccer and high school soccer during the same season, the player should be made aware of his/her commitment to each team when involved with more than one team.

A player may withdraw from the program at any time. The coach shall notify the League Director immediately. Refunds will be issued in accordance with the refund policy below.

#### 2. Refunds:

Limited refunds will be provided after a player is registered. BRYC Recreational Soccer will grant requests for refunds for withdrawal from the program as follows:

- Fall Soccer – before August 1, for any reason.
- Spring Soccer – before March 1, for any reason.

Between the above cutoff dates and the beginning of league play, requests for refunds will be granted for the following reasons only: medical emergency (broken arm, etc.), relocation from the area, or transfer to a BRYC Travel Soccer team. After league play has begun, no refunds will be granted.

In all cases where a refund is granted, a charge will be deducted to cover overhead administrative costs. The refund amount will be the same whether a player registers early, on-time, or late. No amount of a late fee will be refunded. The above dates and conditions must be strictly observed to qualify for a refund. Only the Commissioner has the discretion to waive/consider any changes to these conditions. The Commissioner will only consider such cases after presentation of the facts and a recommendation from the League Director.

All refund requests must be submitted in writing (email acceptable) to the appropriate League Director or the Registrar. Refunds will be processed at the end of the season.

### 3. Scheduling/Communications:

Each player's family will receive the following information from the coach. This should include:

- Game schedule as produced by the League Director.
- Practice schedule and location.
- Time and location for team photographs.
- Scheduled clinics for coaches, players, and parents.
- Refreshment schedule (which family brings what and when).
- End of season party date and location (if desired).

Each family should receive a team roster and/or telephone tree to be used for relaying team information.

Coaches must communicate all information, especially schedule changes, by email and/or telephone. Telling just those parents/guardians who happen to be present at a practice or game is no guarantee that everyone will get the information. It is better that families receive the information twice than never.

BRYC encourages the involvement of as many parents as possible. Coaches should recruit at least one assistant coach who will participate regularly, a team parent and/or telephone coordinator, and field maintenance team.

## **IX. FIELDS**

Leagues will play on the fields as allocated to the club by Fairfax County.

Practice fields and times are assigned to coaches on an equitable basis, according to the fields, days, and times Recreational Soccer receives from the County, taking into account coaches' preferences to the extent possible. A minimum of two (2) teams will be

assigned to each field per practice period. Teams will rotate use of available goals.

Teams may practice only on assigned fields and during time slots allotted to the BRYC Recreational Soccer program for that season. When unassigned, fringe areas may be used by any team on a first come, first serve basis. Open field slots may also be used on a first come, first serve basis. Check with your League Director or the Fields Director for updated field schedules.

To prevent damage to fields, teams may not practice when it is raining or when fields are wet. The Fairfax County Department of Community and Recreation Services Field Inclement Weather Line, 703-324-5264, is updated by 3:00 p.m. each weekday with information on field closures. The hotline lists only county fields, such as Lake Braddock Park, Wakefield Park, and Winterset. However, if all county fields are closed, practices are also canceled at all elementary school fields. If some county fields are closed and some are open, LDs and coaches are to use their best judgment as to whether or not an elementary school field is playable. According to county guidelines, fields are not to be used when the following conditions exist:

- There is standing water present in the turf areas.
- There is standing water present in the infield mix areas that cannot be removed without causing damage to the field.
- There are muddy conditions present that will not dry by the start of the game.
- While walking on the field, water can be seen or heard with any footstep.
- While walking in turf areas, any impression of your footprint is left in the soil surface.
- While walking on a bare area, an impression of more than a ¼" deep is left by a footprint.
- Remember: Standing water occurs because the ground is saturated. Removing standing water does not eliminate the saturation. It is the saturation and not standing water that causes damage and unsafe conditions.
- In turf areas, the use of materials to dry water or mud, such as "Turface," wood chips, peat moss, sand, etc., is not permitted.

Users will be held responsible for damage caused by playing on fields that are determined by the county to be unplayable.

When games are canceled due to adverse field conditions, the affected fields shall not be used for practice.

## **X. UNIFORMS**

All players will wear a BRYC Recreational Soccer uniform, which will be worn external to any other clothing. The required uniform consists of the following:

Available from BRYC:

- Royal blue and silver/gray jersey with number and BRYC logo
- Team socks in royal blue and silver/gray
- Black shorts
- Goalkeeper jersey (one provided per team)

Player provides:

- Shin guards
- Appropriate footwear
- Eyeglass strap

**Shin guards are mandatory and must be worn by all players at all practices and games--NO EXCEPTIONS.** Socks must be worn pulled over the top of the shin guard. Shin guards should cover 80 percent of the shin and may not be altered, such as by cutting retaining straps.

Appropriate footwear (sports shoes or sneakers) shall be worn. Any footwear is acceptable so long as the referee deems it is not dangerous to the player, his or her teammates, or opponents (i.e., worn-out sections of footwear in which sharp objects may be protruding would be unacceptable). Metal cleats are forbidden.

Watches, necklaces, rings, bracelets, earrings, unzipped jackets, hats, hoods, barrettes, any metal or hard objects worn in hair, or other items that may constitute a potential danger to the player and/or any other player shall not be worn. Taping over pierced ear studs is specifically not permitted. Medical alert and religious jewelry may be worn if made sufficiently safe to the satisfaction of the referee, such as by taping to the body.

Except for that approved for the goalkeeper (hat with bill made of slow-recovery foam—standard baseball caps with long brims are not appropriate), headgear shall not be worn on the playing field. EXCEPTION: Headwear worn in accordance with religious beliefs and customs is exempted.

Players wearing glasses must use a safety strap. Safety lenses are recommended.

If a player is wearing a cast, splint or other hard material, he/she may not participate in BRYC games without appropriate padding or covering, to be approved at game time by the referee. Padding should be one or two layers of slow-recovery foam taped over the cast. Players with a soft cast, cloth brace, or similar item wrapped with soft material may play at the discretion of the referee.

In judging the suitability or safety of a player's uniform and equipment, the referee's decision is final. Coaches will support the referee's decision in these instances. Questions should be directed to the Referee Director after the game.

## **XI. EQUIPMENT**

### Team Equipment:

Soccer balls (5-6, including 1 game ball), ball bag, goalkeeper jersey (for Under 9/10 and older leagues), practice vests for ½ of team roster, and cones or disks will be distributed to each coach prior to the beginning of each season. These must be returned to your League Director at the end of each season. Please note: Defective balls should be immediately turned in to your League Director for possible repair.

### Field Equipment:

Appropriate field equipment for each league (to consist of PVC or Pugg goals or nets in net bags, net stakes, Velcro ties, corner flags, field liner, marking paint, tape measure, first aid kit, trash can, step ladder, league bulletin board, and/or other field equipment determined to be necessary) will be provided to the League Director. Check with your League Director for specific field set-up, take-down, and equipment transfer and storage procedures.

### Ball Sizes:

The leagues will use ball sizes as follows:

- Under 5 through Under 8 Leagues use a Size 3 ball
- Under 9/10 through Under 12 Leagues use a Size 4 ball
- Under 13/14 and older leagues use a Size 5 ball

## **XII. SEASON**

### Scheduling:

BRYC sponsors two soccer seasons annually: Fall, August to November; and Spring, March to June. Specific dates will be published on the website.

### Practices:

Preseason practice will normally begin two (2) weeks prior to the season's first scheduled game, and shall not exceed three (3) sessions per week. For practices after the first game, teams are limited to a maximum of two (2) sessions per week. An exception is made for the U5 and U6 Leagues, which are limited to a total of two (2) hours of practice per week.

All coaches must realize that very little can be done with tactics when players cannot control the ball. Therefore, training in skills must be the top priority and should be age appropriate. In all age groups, practices should be varied and fun (i.e., not all drills, not all scrimmages).

### **XIII. GAME: DURATION, SUBSTITUTIONS AND CANCELLATIONS**

#### Game Duration/Substitution Schedule:

Age Group	Field Players	Half Duration (1)	Substitution (2,4)
U5 League	3	8-minute quarters	Any stoppage
U6 League	3	8-minute quarters	Any stoppage
U7 League	4	10-minute quarters	Any stoppage
U8 League	5	12-minute quarters	Any stoppage
U9 League	6	25 minutes	See (3)
U10 League	7	25 minutes	See (3)
U12 League	8	30 minutes	See (3)
U14 League	11	35 minutes	See (3)
U16 League	11	40/45 minutes	See (3)
U19 League	11	40/45 minutes	See (3)

- 1) Coaches must ensure breaks do not exceed 2 minutes between quarters and 5 minutes between halves.
- 2) Substitutions are only allowed with the permission of the referee. The referee will generally allow substitutions at the stoppages listed.
- 3) Substitutions allowed at own throw-in, any goal kick, after any goal, injury (see below), halftime, cautioned player. When the possessing team substitutes on a throw-in, the defending team may also substitute as many players as they wish.
- 4) If the referee stops play to allow tending to an injured player, that player must leave the field. If no substitute is made, the injured player may return to the field at any time with the permission of the referee. The referee will usually allow both teams to substitute during an injury stoppage, with the exception of SFL matches, which allow only for substitution of the injured player.

NOTE: When age groups are combined, the league will play by the rules governing the oldest age group in the league.

Games shall be started within five (5) minutes of the scheduled start time (within 10 minutes for BRYC/VYS/SYC matches, within 15 minutes for HSGHSL and SFL matches). If a referee does not show, the coaches shall contact both the Referee Director and League Director. Every attempt should be made to play the game as scheduled. BRYC policy dictates that BOTH coaches must agree on the

substitute official in the event that no referee can be provided by the Referee Program. If both coaches do not agree on a substitute official, the game will be rescheduled. No game protest will be allowed once the coaches have agreed to play the game.

#### Minimum Number of Players:

Games shall be played as scheduled if a minimum number of players is available. If one of the scheduled teams does not show or does not have the minimum number of players five (5) minutes past the scheduled start time, the game shall be recorded as a 1–0 forfeiture. If a game is underway with the minimum number of players and a player is injured and can no longer play, the team with fewer than the minimum must forfeit and the forfeit will be recorded as 1–0.

The minimum number of players for a 5v5 game is three (3). The minimum number of players for a 6v6 game is four (4). The minimum number of players for a 7v7 game is four (4). The minimum number of players for an 8v8 game is five (5). The minimum number of players for an 11v11 game is seven (7). The minimum number of players required for 3v3 and 4v4 games is left to the discretion of the game official.

When one team has only the minimum number of players, the opposing team is not required to play down, except in the Under 5 through Under 10 Leagues which are to play at equal strength (except for extenuating circumstances, e.g., a “blowout” as identified in Section XV).

#### Substitutions:

The BRYC Recreational Soccer Program assures that players will play at least one-half of each game (three quarters for U5s through U8s) regardless of players' abilities, unless a player is injured or subject to disciplinary action as outlined in Section XIX. It is imperative that all coaches follow this rule. Violations will result in sanctions against the coach.

Substitutes shall enter the field of play near the halfway line when recognized by the referee during a stoppage of play.

#### Cancellations:

Before schedules are finalized, League Directors should consult with coaches, and coaches should consult with players, to ascertain any potential group-wide schedule conflicts. Requests for changes will only be considered in cases of school events which affect a player's grade (for example, mandated band performances). Once the schedule is set, under no circumstances may coaches



reschedule, rearrange, or cancel games.

The referees, Deputy Commissioners, or Commissioner have the responsibility to cancel or postpone a game because of weather, poor field conditions, bad conduct from players, coaches or spectators, or other extenuating circumstances. League Directors decide which games will be replayed, but the actual rescheduling of games is done by the Field Director in consultation with the Referee Director, with input from the Deputy Commissioners and Commissioner. There is no guarantee that games can be rescheduled, particularly if there is more than one cancellation or a cancellation occurs at the end of the season, but the program will do its best to do so.

In the event that games are canceled due to weather conditions, coaches should contact their players as soon as the information is available. Players may also contact the BRYC Soccer Hotline at 703-354-7101. If coaches do not hear from their League Directors or hear about weather conditions on the Hotline, they should assume that games will be played.

Please note that each field is individually assessed for playable conditions. All games on all fields are not canceled in the event one field is determined unplayable; assessments are made on a field-by-field basis. Once games have started for the day, referees, Deputy Commissioners, or the Commissioner make the call to cancel play. Coaches do not have the authority to cancel a game.

BRYC policy dictates that games terminated because of weather or field conditions after one-half of the game has been played will be considered to have been completed. The score of the game at the time of the termination shall stand.

#### **XIV. CONDUCT AT GAMES**

##### League Directors:

League Directors are expected to monitor the conduct of the games and to assist in maintaining proper decorum.

##### Players, Coaches, and Spectators:

Coaches, in addition to teaching skills, will impress upon players a sense of sportsmanship, fair play, and mutual respect for others. One of the most effective methods for instilling this sense is personal example. Experience has shown that the behavior of spectators can best be controlled by the coach of the team for which they are providing support. Referees are authorized to terminate a game when spectator interference is such as to prevent the proper conduct of the game.

While each coach is held personally responsible for the attitude and behavior of his/her team members and their spectator supporters during the conduct of the game, the referees have primary responsibility for maintaining overall discipline and decorum on the playing field, and action taking place on areas adjacent to the field which have a direct bearing on the conduct of play. In carrying out their responsibilities, referees will ensure that they control players and others in a courteous and considerate manner without sacrificing firmness. All referees involved with the BRYC Recreational Soccer Program are expected to adhere to the spirit of the USSF/FIFA Referee Code of Ethics.

Competing teams, with affiliated spectators, will occupy opposite sides of the field. "Home" and "Away" status and the side each is to occupy will be designated by the League Director and indicated on the league's game schedule.

A team's area is bounded by a line parallel to the touch line and extending 15 yards in each direction from the half-way line, on the team's assigned side of the field. Coaching from outside this area during a game shall not be permitted. If persistent infractions occur, the referee shall stop the game and warn the offending coach. The referee will award an indirect free kick against the offending team at the point where the ball was at the time the infraction occurred. Continued violations by the coach, assistant coach, or spectators will result in the coach being sent-off from the field.

Spectators must stay within the spectator area parallel to the touchlines. Only the coach may be in the area between the spectator box and the touchline. This aids Assistant Referees in maintaining a clear line of sight and leaves a clear space for throw-ins. In no case are coaches or spectators to be between the penalty line and the goal line or behind the goals or end line. Coaches are responsible for ensuring that they and their team's spectators remain within the circumscribed area. Continued violations by the coach, assistant coach, or spectators will result in the coach being sent-off from the field.

No one may enter the field of play at any time without the referee's permission.

Referees will use that amount of discipline required to control players, coaches, and spectators, so as to ensure the proper conduct of the games. Available to referees for control of players, coaches and spectators is a variety of actions, based on FIFA Laws, ranging from a verbal warning to a caution (yellow card) and sending-off (red card) from the game. Cautions and sending-offs precipitated by spectator actions will be addressed and credited to the coach, who will depart the field and/or sit out games, as necessary, in accordance with BRYC rules.

Any referee issuing a caution or a send-off to a player or coach will record the individual's name, offense, team and date, and report same to the Referee Director, who in turn will notify the appropriate League Director. The League Director will inform the appropriate Deputy Commissioner immediately when a coach receives a yellow or red card. A player or coach who receives a red card will be sent-off from that game. If a player is sent-off, his/her team may NOT substitute for that player. The referee may require that player or coach to leave the site of the playing field or subject his/her team to forfeit the game. The sent-off player or coach will also not be permitted to play or coach in the next game played by his/her team. If a red card is issued at the last game of the league season, the red card will carry over into the following season.

If a player or coach is issued a second red card, the League Director will refer the individual to the Commissioner for further disciplinary action. The Commissioner will assemble a Discipline/Sanctions Panel to review the case. The player's family or coach, and all others concerned, will be notified within five (5) days of the decision reached.

In the case of serious or repeated infractions by players or coaches, the appropriate League Director will follow the procedures listed under Players' Discipline and Coaches' Sanctions.

#### Unreasonable Conduct:

The Recreational Soccer Program's mission is to provide an enjoyable, age-appropriate, developmental environment for playing the game of soccer. While it is understandable that tensions can exist in any competitive endeavor and produce undesirable results, it is recognized that incidents may occur that will exceed the limits of acceptable conduct, outside the scope of this manual. It is mandatory that, under such circumstances, rational and level-headed judgments be made that reflect the fact that BRYC operates for and with the youth. Accordingly, if, in the opinion of the referee, a player is found guilty of serious foul play or violent conduct, the offending player will immediately be sent-off from the game (red carded). No substitution from the offending player's team may be made. At the conclusion of play, the referee will forward the name of the offending player to the Referee Director, who will immediately inform the appropriate League Director, Deputy Commissioner, and the Commissioner. An automatic one-game suspension for the offending player shall be imposed. Further disciplinary action may be considered. In all violations of FIFA Law 12 and its Board Decisions, a review shall occur as soon as practical, but a final decision shall be determined and sanctions rendered within 14 days or prior to the next game in which the offending player is eligible to play, whichever is sooner.

### Alcohol, Illegal Drugs, & Tobacco Products Policy:

No BRYC player, coach, official, parent, or any spectator will use alcohol, illegal drugs, or tobacco products at any field during any event in which BRYC is a participant.

### Pet Policy:

In accordance with Fairfax County Public School regulations, and for the safety and health of all players, coaches, officials, and spectators, no dogs or other animals (other than service animals) will be allowed at any field during any event in which BRYC is a participant.

## **XV. STANDINGS**

### Blowout Scores:

Blowout scores run contrary to the spirit of BRYC Recreational Soccer. This is a recreational league and the concept is to make the sport enjoyable for all the players. In no case should the final score differential exceed five (5) goals. Thus, if a team (full or minimum strength) is dominating the scoring, the coach who is leading must put into effect a strategy to create greater equality between the teams. The leading team may rotate their forwards and defenders, put their best scorer in at defense or at goal, or have the players create a passing game (such as aiming for a certain number of passes in a row). Another strategy teams can use to control scoring is to play down a player (i.e., on a substitution, bring two players off the field and only put one back on). If the team continues to score, they may play down more players, to the minimum.

### Standings:

Determination of league standings will be based on:

- Three (3) points for a win
- One (1) point for a tie
- Zero (0) points for a loss

The team with the most points at the end of the season will receive first place, and the team with the next highest number of points will receive second place. When more than one division exists, there will be two first place and two second place winners – one in each division. Medals or trophies may be given for first and second place in each division of the U12 and U14 Leagues. There are no standings maintained nor medals given for the U5, U6, U7, U8, U9, or U10

leagues. For those leagues that maintain standings, League Directors will post standings weekly on the league bulletin board at the game field.

#### Tie-Break Procedure:

In the event of two or more teams having accumulated an equal number of points at the end of regular season play, the following tie-break procedure will be used:

- 1) Head-to-head standings.
- 2) Most wins.
- 3) Most wins in division (when two or more divisions in league).
- 4) Least number of goals allowed.
- 5) BRYC tie-break chart (as defined in the *Policy Manual*).
- 6) Tie breaker (coin toss)

A specially designed BRYC patch is presented to each registered player each season.

## **XVI. ALL-STAR PROCEDURES**

The All-Star tournament is an opportunity for BRYC to showcase our Recreational Soccer Program and to acknowledge players who have demonstrated exceptional performance. The objective of tournament participation is to demonstrate to our peers, players, and parents the quality of our program, coaches, and players. Accordingly, coaches and players are selected to represent BRYC in the tournament based upon attitude, ability, commitment, and performance.

During the beginning of the season coaches' meetings, each League Director is to inform all coaches of the policies and procedures for selecting All-Star coaches and players.

### 1. Number of Teams.

- a. The number of All-Star teams for each age group will be determined by the number of players in the league in that age group. Generally, there will be one All-Star team for each age and gender group (e.g., U11 Girls, U12 Girls, U11 Boys, U12 Boys, etc.) if the participation level on a single team would fall between 20 percent and 40 percent of the players in that age group. If less than 20 percent of the players in an age group would be able to participate on a single team, a second team will be entered. If more than 40 percent of the players in an age group could be selected for a single All-Star team, the All-Star Coordinator, Deputy Commissioner, and the Commissioner, with advice from the relevant League Director, will determine if age groups should be combined for purposes of creating a

single All-Star team (e.g., if U13 Girls and U14 Girls should send just one combined team of U14 Girls).

- b. Each team may participate in only one tournament per season.
- c. Any deviation from the concepts outlined above, assignment of additional costs (if appropriate), or appeal of a decision on the matter of combining teams, will be decided by the EXCOM.

2. Coach Selection. All interested coaches should apply with their League Director at the beginning of the season if they wish to be considered to coach an All-Star team that season. The League Director will choose the best-qualified candidate from among the coaches who have volunteered.

Coaches will be selected by the League Director using the following criteria:

- a. The coach has volunteered and expressed an interest in coaching the All-Star Team.
- b. The ability of the coach to represent BRYC in an exemplary manner, as indicated by sideline demeanor; ability to control players and parents; and demeanor and interactions with players, parents, officials, and opponents.
- c. Coaching knowledge and ability, as indicated by a combination of past experience, team results, and possession of coaching licenses.
- d. Coaching experience within BRYC leagues.
- e. All-Star tournament experience.

3. Player Selection. Player nominations should be based on a combination of skills, attitude, and commitment. Each coach may nominate as many players as the coach deems appropriate, but must nominate at least two. Each team coach must provide a written list of his or her nominations to the League Director using the "All-Star Player Nomination and Rating Form" (see Figure 5). Information to be provided for each player includes the player's name, jersey number, date of birth, telephone number, position(s) played, strengths [e.g., predominate foot, ball control skills, accuracy, power, speed, game sense, teamwork, sportsmanship, aggressiveness], and any evaluations or comments the coach deems appropriate.

The team coach will not inform players that they have been nominated to the All-Star team. Selected players will be contacted directly by the All-Star coach.

It is highly recommended that at least one player from each regular season team be represented on each All-Star team. The All-Star coach may choose additional players from the list of nominees or select additional players based on his/her personal observations and evaluations or specific needs of the All-Star team (e.g., defenders, a goalkeeper, etc.). If the All-Star coach wishes to select a player not nominated by the coach, the All-Star coach must consult with the coach as to the reasons for not nominating the player.

The maximum number of players on the All-Star team roster will be set by the tournament officials based on age grouping and other criteria. The All-Star coach is encouraged to fill all available roster spots. In no case may the number of rostered All-Star players be more than two (2) below the maximum number permitted by the tournament officials. Every player must play at least one-quarter of the tournament.

No more than five (5) players from any one regular season team age U14 and younger may play on the All-Star team. If the All-Star coach selects five players from one team but one player cannot participate in the tournament, the All-Star coach may then select a sixth player from that team if so desired, the objective being that no more than five players from any one team may be on the final roster for the All-Star team. Any exception must be approved by the League Director and either the Deputy Commissioner or Commissioner.

All-Star player selection for the U16 and U19 Girls and Boys Leagues is at the discretion of the League Director, with approval of the Deputy Commissioner and Commissioner.

The All-Star coach may not hold tryouts in any form. However, the All-Star coach must scout games and practices and/or seek evaluation of players by other coaches to assist in the selection of All-Star players.

Playing up within a combined league: To ensure the best representation for BRYC, playing up an age group within the same combined league is discouraged. In any combined age group league, the All-Star coach of the younger age group shall have the right of first refusal on any player selected to play in the All-Star tournament. For example, if a U11 player playing in the combined U12 league (U11s and U12s) is selected to be on an All-Star team, the All-Star coach for the U11 team shall have first option of selecting that player. If the U11 All-Star coach does not select the U11 player, the U12 All-Star coach may then select the player with the approval of the League Director and either the Deputy Commissioner or Commissioner.

Playing up into an older league: Players allowed to participate in an older league grouping (e.g., U16) during the regular season will not be allowed to play in a

younger age group (e.g. U14) for the All-Star tournament, even if they meet the age criteria for the younger age group.

If a player is playing up into a higher combined league, he or she will play for the youngest age group for the league in which he or she played. For example, if a player who meets the criteria for the U10 league but is permitted to play up into the U12 league (U11s and U12s) during the regular season is selected to play in an All-Star tournament, he or she must play for the U11 team.

Final team rosters are subject to approval of the League Director and either the Deputy Commissioner or Commissioner.

#### 4. Schedule.

- 2<sup>nd</sup> week - prospective All-Star coaches must submit applications to League Directors indicating their interest in coaching the All-Star team.
- 3<sup>rd</sup> week - All-Star coaches will be selected.
- 3<sup>rd</sup> and 4<sup>th</sup> weeks - players will be nominated by team coaches; lists of nominees will be given to League Directors, who will in turn provide them to the All-Star coach(es).
- 5<sup>th</sup> and 6<sup>th</sup> weeks - All-Star coaches will scout potential players.
- Within 48 hours after 6<sup>th</sup> game - players will be selected and All-Star coaches will submit a proposed All-Star roster to their League Director. The proposed roster may include up to four (4) alternate players in case selected players have conflicts and cannot participate in the tournament.
- Prior to the 7<sup>th</sup> game of the season - League Directors will review and approve their league's All-Star roster(s), secure approval of the All-Star roster(s) by their Deputy Commissioner or the Commissioner, and issue an approved All-Star roster to the coach(es). The All-Star coach will promptly notify players of their selection AFTER receipt of the approved roster.
- 3 weeks before tournament - practices may begin, scheduling not to interfere with regular team practices for any player on the All-Star team.

The All-Star Coordinator will furnish deadlines for submission of uniform sizes, final team rosters, birth certificates/visas, and player fees (determined by uniform, trading patch, and All-Star coaches' shirt costs) based on specific tournament deadlines.



## **XVII. COACHES' LICENSING, TRAINING, AND REVIEW**

### Licensing:

The BRYC Recreational Soccer Executive Committee has mandated licensing for all coaches, with implementation as follows:

- U5 through U7 to have an "E" or appropriate "F" module license
- U8 and U10 to have an "E" or "F" license
- U12 and U14 to have a "D" or "E" license
- U16 and U19 to have a "D" license

Coaches are given a one-year grace period from the time they begin coaching in BRYC Recreational Soccer to come into compliance with the above listed licensing requirements. This one-year grace period during which new coaches must obtain a license is cumulative. A coach who previously coached for BRYC for one year is not considered a "new" coach and must be licensed before again being accepted as a coach. Coaches may not take a season off in order to get around the mandatory licensing requirement. The completion of a licensure course is not a guarantee of competency, but will help assure that all BRYC Recreational Soccer coaches have been provided a minimum level of training.

BRYC Recreational Soccer pays for coaches' licenses up to and including the "D" license, as long as that coach agrees to coach BRYC Recreational Soccer for another year following completion of the licensing course. Coaches should contact the Training Director for details on course dates and registration.

### Training:

Training on coaching technique and soccer skills is available through the Virginia Youth Soccer Association's Joint Coaching Program. Contact your League Director or BRYC's Training Director. Courses and clinics can be scheduled and tailored to specific needs or can be taken to fulfill requirements for USSF Coaching Licenses.

Training on the *Laws of the Game* is available through BRYC's Referee Director. Sessions can be as short as one hour, addressed to a team or group of coaches or parents, with previously established topics. BRYC's Referee Director sponsors at least one USSF-sanctioned clinic per season leading to referee certification. The Referee Director is also aware of other clinics in the area.

Coaches should be alert to other clinic opportunities for coaches and players sponsored by commercial interests, the county, universities, D.C. United, the Nation Capital Soccer League, etc.

Coaches are encouraged to watch for clinics regarding first aid, health of young athletes, and CPR. These are offered frequently through County Adult Education programs, the Fairfax County Park Authority, the American Red Cross, and the American Heart Association.

Review:

League Directors have the responsibility to decide if a coach's manner and performance dictate being removed as a coach. All coach dismissals may be appealed through the grievance procedure.

## **XVIII. GRIEVANCES, PROTESTS AND COMPLAINTS**

Grievance:

A grievance may originate with any individual having an interest in the BRYC Recreational Soccer Program and should be submitted to and resolved by the appropriate League Director. Grievances deal with BRYC policy, procedures, and rules. The grievance process may not be used to contest game results. The League Director's resolution of a grievance may be appealed, in writing, to the appropriate Deputy Commissioner. Only matters of "grave consequence" to the Recreational Soccer Program or the community may be appealed beyond the Deputy Commissioner, i.e., to the Commissioner.

Protest:

A protest contests the outcome of a game. Protests may originate only from the coach or acting coach of one of the teams involved in the game being contested, and must be brought to the appropriate League Director's attention within 24 hours of the game's conclusion. An appropriate record of protest issues and conversations (to include dates, times, circumstances, and parties involved) will be maintained by both parties in support of the process. If the League Director is unable to resolve the matter, or if the complainant wishes to appeal the League Director's decision, the appeal must be written and delivered to the appropriate Deputy Commissioner within 72 hours of notification of the League Director's decision. A copy of the written appeal must be given to the appropriate League Director within the same 72-hour time frame. The written protest MUST contain the date, time, and place of the game, the nature of the protest (which FIFA Law or BRYC rule was misapplied), and the remedy requested. Please note: Protest procedures will not be used as a referee evaluation process. Also to be remembered: Misapplication of the Laws (or rules) may be the basis for a protest; however, the referee's judgment insofar as it affects play or the outcome of a game does not form the basis of a protest. The referee's decision on factual

points, such as whether the ball went out of play or the direction of a throw-in, is final.

#### Complaints:

Complaints regarding officiating may originate only from coaches or acting coaches and may be directed either to the appropriate League Director or the Referee Director. You are reminded that only by maintaining your composure during the game will you retain your credibility with BRYC Executive Committee members after the game.

## **XIX. DISCIPLINE AND SANCTIONS**

#### Players' Discipline:

If a player is unruly or presents persistent problems for a coach and will not respond to the coach's request to behave in an appropriate manner, the coach may insist that the player's parent/guardian attend practices and games. If the problem is severe, the coach can keep the player from practicing or playing in a game. Coaches taking such action must inform the League Director and the player's parent/guardian before taking the action, or when that is not possible, within 24 hours of taking action.

Any incidents of violent conduct, serious foul play, cautions, sending-offs, or other violations of the BRYC Code of Conduct will be reviewed to determine if additional penalties should be imposed, to include suspension or dismissal from the BRYC Recreational Soccer Program.

#### Coaches' Sanctions:

Coaches, as representatives of the BRYC Recreational Soccer Program, are expected to conduct themselves in accordance with the BRYC Code of Conduct in such areas as comportsment, behavior, speech, and action, as well as to follow all the rules and regulations of the BRYC Recreational Soccer Program as outlined in the *Policy and Procedures Manual*. If coaches do not conform to these expectations, then the Club has the right and duty to impose sanctions. Such sanctions may include but are not limited to forfeiture of game(s), suspension, or dismissal from the BRYC Recreational Soccer Program.

#### Parent, Guardian, and Spectator Sanctions:

Parents, guardians, and spectators are expected to conduct themselves in accordance with the BRYC Code of Conduct, the Standards for Players,

Parents/Guardians, and Spectators, and adhere to the rules and regulations of the BRYC Recreational Soccer Program as outlined in the *Policy and Procedures Manual* and *Parents' Handbook*. If parents, guardians, and spectators do not conform to these requirements and expectations, then the Club has the right and duty to impose sanctions. Such sanctions may include but are not limited to forfeiture of attendance at game(s) and practices, suspension, or dismissal of the parent's or guardian's child(ren) from the BRYC Recreational Soccer Program.

#### Discipline/Sanctions Panel:

The consideration of disciplinary and sanctions issues is at the discretion of the Commissioner, who may appoint a panel to deal with the matter. The panel may be composed of the following: The Commissioner, Deputy Commissioner(s), League Director(s), Referee Director, and other members of the Recreational Soccer Executive Committee, as the Commissioner deems appropriate. Anyone directly involved in the matter in question must excuse him/herself from consideration of or adjudication on that particular issue. Sanctions and disciplinary decisions must be issued in writing.

#### Adjudication Committee:

The Adjudication Committee is a standing committee of at least three members nominated by the Commissioner and approved by the Recreational Soccer Executive Committee for the purpose of hearing appeals of actions taken by the Commissioner or the Discipline/Sanctions Panel. Adjudication Committee members who participated in a matter when before the Commissioner or Discipline/Sanctions Panel must recuse themselves from serving on the Adjudication Committee for that appeal. The Adjudication Committee members will elect their own Chair, who may vote when there is a tie. A quorum for Adjudication Committee meetings is three.

The Adjudication Committee is empowered to deny or uphold an appeal, vacate a decision and refer the issue back to the Commissioner for reexamination, reverse a decision, or some combination of the above. The Committee may also sustain a decision, but modify punishment to mitigate or increase the severity.

#### Appeals Process:

Sanctions and disciplinary decisions issued by the Commissioner or Discipline/Sanctions Panel may be appealed to the Recreational Soccer Adjudication Committee. The appeal cannot be based solely on the fact that the appellant is unhappy with the decision and is seeking a retry of the matter. The appeal must be based on any errors in process, procedure, or precedent that the appellant believes the Commissioner or Discipline/Sanctions Panel made in

reaching the decision. The appellant may demonstrate that relevant facts were ignored or misconstrued in the original fact-finding process, or that there was no reasonable evidence to support the decision.

The appellant, within seventy-two (72) hours of receiving written notice of a sanction or disciplinary decision made by the Commissioner or Discipline/Sanctions Panel, must send a written appeal by certified mail to: BRYC Recreational Soccer Adjudication Committee, P.O. Box 2084, Fairfax, Virginia 22031. The appeal must cite the errors made by the Commissioner or Discipline/Sanctions Panel in reaching the decision, the remedy requested, and include the appeal fee of \$100, payable by check to BRYC. If the appeal is upheld, the fee will be returned; if the appeal is denied, the fee will remain with BRYC.

Any sanction or other disciplinary measure imposed by the Commissioner or Discipline/Sanctions Panel remains in effect during the appeal process unless temporarily set aside by the Adjudication Committee.

Upon receipt of an appeal, the Chair of the Adjudication Committee, or designated alternate, will review the appeal to determine if it was properly filed and the nature of the matter being appealed. If the Chair determines that an appeal is validly submitted, he/she will initiate action to resolve the issue. This may be accomplished by consulting other Adjudication Committee members by telephone or e-mail, convening a meeting of the Committee, or convening a hearing. The Chair will contact the appellant, the Commissioner, and the Discipline/Sanctions Panel and set a date when all written materials to be considered in the appeal must be received.

If a hearing is deemed appropriate, the Committee will meet within fourteen (14) days of receipt of the appeal unless a delay is needed for good cause. The Committee will request to hear from the appellant, the Discipline/Sanctions Panel, and the Commissioner. Written statements to be used in the hearing must be in the hands of the Chair at least forty-eight (48) hours prior to the hearing. The Chair may waive this requirement for good cause.

Upon resolution, the Chair will notify the appellant, the Commissioner, and the Discipline/Sanctions Panel of the decision. Decisions of the Adjudication Committee are final within BRYC Recreational Soccer. The next avenue of appeal is to the BRYC Board of Directors.

## XX. BRYC CODE OF CONDUCT

BRYC competition will be governed by the principles of good sportsmanship. All participants are asked to practice the principle that a reputation is built not only on playing ability, but also sportsmanship. The code applies at both practices and games.

### Coaches and Players:

- Each coach will ensure that his/her conduct sets the proper example for team members and spectators. Each player will ensure that his/her playing conduct is that of a young lady or gentleman fairly competing to the limits of his/her ability.
- Both will know the *Laws of the Game* and abide by them. Coaches are to instruct the teams in such a way as to motivate each player to compete according to the laws.
- Both will show respect for officials. Coaches are to refrain from questioning official decisions, especially in a disrespectful or abusive manner. Players are to refrain from addressing officials or commenting on their decisions.
- Both will show respect for the coaches and players of the opposing team and demonstrate appropriate gestures of sportsmanship at the conclusion of a game. Be humble and generous in victory and proud and courteous in defeat.
- Both will maintain control of emotions and refrain from using abusive language or profanity, humiliating remarks, and/or gestures of ill temper, or physical assault upon another player, coach, official, or spectator.
- Both will follow all field/facility rules and regulations, respecting the property of others.
- Coaches will ensure that team spectators conduct themselves with sportsmanship and maturity while in attendance at game sites and assist the game officials in maintaining control of spectators.
- Any BRYC coach who violates the soccer policies, laws, or procedures will be subject to dismissal or denial of future coaching within BRYC.
- If a parent on the sidelines causes a coach to receive a caution or sending-off (yellow or red card), the coach will have to take the penalty and any suspension.
- If a parent causes a coach to be sent-off (red card), the coach must sit out the minimum suspension (the remainder of that game and the following game).
- If an official is physically assaulted, the Club will remove the coach from the

program if he/she is the offender. If a player is the offender, he/she will be removed from the program. If a parent is the offender, he/she will be barred from all BRYC soccer-related activities, as may his/her children if the Commissioner sees fit.

- If a coach and/or player is assaulted on the game or practice field, all participants will be suspended, pending an investigation by the Commissioner. The Commissioner may bar those involved from participating in the program.

#### Spectators:

- Will ensure that his/her conduct shall reflect courtesy, sportsmanship, good citizenship, and a positive example for the players.
- Will show respect for the *Laws of the Game*.
- Will show respect for officials and refrain from questioning decisions or from addressing them.
- Will cheer for their team in a positive, supportive manner, refraining at all times from making hostile, negative or abusive remarks about the opposing team or their own team players.
- Will enter field/facility quietly, refrain from coming into the playing area or from throwing foreign objects or other material into the area, and exit in an orderly manner at the conclusion of the event.
- Will follow field/facility rules and regulations, respecting at all times the property of others.
- Will demonstrate appropriate gestures of sportsmanship at the conclusion of a game, win or lose.
- Will be responsible for ensuring that their children do not violate these codes.

#### Officials:

- Shall maintain the utmost respect for the game of soccer.
- Will conduct themselves honorably and maintain the dignity of their positions.
- Shall honor a contractual obligation.
- Will endeavor to attend local meetings and clinics so as to best know the *Laws of*

*the Game* and their best interpretation.

- Will strive to achieve maximum teamwork with their fellow referees and assistant referees.
- Shall be loyal to fellow referees and assistant referees and never knowingly promote criticisms of them.
- Shall be in good physical condition.
- Will control the players effectively by being courteous and considerate without sacrificing firmness.
- Shall assist fellow officials to better themselves and their work.
- Shall not make statements about any game except to clarify an interpretation of the *Laws of the Game*.

## XXI. DEFINITIONS

**Advantage Rule:** Fouls committed against a player do not have to be called if, in the opinion of the referee, the offended player maintains the upper hand (advantage) of the situation.

**Beating a Player:** The act of moving around a defending player, either with the ball or by passing; getting to the ball before the opponent.

**Charging:** The legal method of making body contact by use of the shoulder against an opposing player while in the act of playing the ball.

**Clear or Clearing:** The act of moving the ball out and away from a congested area or potential scoring threat without regard to direction.

**Cross:** A type of pass from one side of the field to the other. Normally, a player's kick sending the ball across and into the front of the goal.

**Direct Free Kick:** A free kick awarded to a team when any one of ten (10) major fouls has been committed against them. The ball may be kicked into the goal (direct) without the ball touching another player.

**Dribbling:** The art of an individual player moving through the field of play while maintaining control of the ball, just as is done in basketball.



**First on the Ball:** The individual or team effort to get to the ball first, before players of the opposing team, to prevent their control of the ball.

**Handball:** Deliberately handling the ball with the hand or any part of the arm from the shoulder down. The penalty is a direct free kick awarded to the other team. However, the goalkeepers may handle the ball within their own penalty area.

**Impeding (Obstruction):** Preventing an opposing player from getting to the ball or into the flow of play by use of the body, with no physical contact, when not in position to play the ball.

**Indirect Free Kick:** A free kick awarded to a team when a minor foul is committed against them. The ball must touch another player (either team) before a score can be made.

**Into Touch (Out of Bounds):** The field boundary lines are part of the playing field. The ball must be completely over the outside edge of the line to be out of bounds or to count as a score, whether the ball is in the air or on the ground. The position of the player doesn't matter. This rule is different from basketball or football where the ball remains in play until it touches the ground or the player is out of bounds when he/she touches the ball.

**Marking:** The act of guarding or covering a player.

**Offside:** A player is in an offside position if he is nearer to his opponent's goal than both the ball and two opponents. One of those opponents is usually the goalkeeper, so an attacking player who wants to stay onside will try to keep a defender and the goalkeeper between himself and his opponent's goal. IT IS NOT AN OFFENSE IN ITSELF TO BE IN AN OFFSIDE POSITION. A player in an offside position is only penalized if (in the opinion of the referee) at the moment the ball touches or is played by a teammate, he (1) gains an advantage from being in an offside position, (2) interferes with an opponent, or (3) interferes with play. Three exceptions: There is no offside offense if a player receives a ball directly from a goal kick, a throw-in, or a corner kick.

**One Touch:** The act of passing or shooting the ball without using an additional touch to gain control.

**Penalty Kick:** Whenever a defender commits a major foul (one that awards a direct free kick) within the penalty area (the large area), the opponent is awarded a direct free kick from the penalty spot. Only the goalkeeper can defend, and a goal is almost as sure as the extra point kick after a touchdown.

**Playing Distance:** Charging or shielding are allowed within playing distance. This distance is the judgment of the referee, but, normally, if the next stride brings the player

to the ball, that is playing distance.

**Shielding:** The act of keeping an opponent from obtaining the ball by a player positioning himself between the opponent and the ball, as long as the player maintains a position to play the ball. This is a legal maneuver; otherwise, it is an impeding foul.

**Shot:** The attempt by a player to move the ball toward the goal and into the net; a scoring attempt that is reasonably close to the crossbar or goal posts.

**Tackling:** The act of a defending player attempting to intercept and take the ball away from the opponent. Charging (body contact with the shoulder) is legal when combined with this maneuver in the process of playing the ball. A variation, by use of a slide (like going into second base, one leg extended) is called a sliding tackle. This method is legal, providing initial contact is cleanly made against the ball and not the opponent.

**Trapping:** The art of gaining control of a moving ball on the ground or in the air by use of the foot or body so its motion is brought under control in the immediate vicinity of the player.

**Wall:** A group of players lined up shoulder to shoulder for defense against a free kick.

## **XXII. FIELD DIRECTORY**

All directions (except North Springfield) are written for persons traveling west from I-495 (Capital Beltway) along Braddock Road. Persons traveling to the fields from a different direction should consult a Northern Virginia street map for alternate routes.

**Canterbury Woods Elementary School:** Right on Woodland Way to intersection with Queen Elizabeth Boulevard. Field is on hill above intersection.

**Chapel Square Center:** Right on Wakefield Chapel Road. Right on Holborn Avenue to Chapel Square Center on left.

**Fairview Elementary School:** Continue on Braddock to Route 123. Turn left on Route 123. Continue to Burke Centre Parkway and make a left. School is on right hand. Field is the lower one.

**Kings Glen Elementary School:** Left on Danbury Forest to school on left.

**Kings Park Elementary School:** Left on Southampton Drive. Right on Clydesdale Road. First right to school.

**Lake Braddock Park:** Left on Burke Lake Road. Right on Lake Braddock Drive. Fields

are on the right just past Olley Lane. There are two fields, lower and upper. (Not at Lake Braddock Secondary School)

**Laurel Ridge Elementary School:** Left on Guinea Road. Continue straight through stoplight on Commonwealth Boulevard. School is on the right.

**Little Run Elementary School:** Right on Olley Lane. School is on the right.

**North Springfield Elementary School:** Travel east on Braddock Road. Right on Heming Avenue. Right on Heming Court to school.

**Oak View Elementary School:** Left on Sideburn Road. School is on the right across from entrance to Robinson High School.

**Olde Creek Elementary School:** Right on Olley Lane. Left on Athens Drive. Right on Pickett Road. Left on Olde Creek Drive. School is on the left.

**Pine Ridge Park:** Right on Guinea Road. Right on Little River Turnpike. Left on Woodburn Road past police station and right turn continuing on Woodburn Road. Follow for two miles past Lutheran Church on the left and as you make a sweeping right hand turn, park entrance is on your right.

**Ravenworth Elementary School:** Left on Queensberry Avenue. Right on Ellet. School will be on your left.

**Wakefield Forest Elementary School:** Right on Guinea Road. Right on Little River Turnpike. Right on Iva Lane to school on left. Please be careful where you park. Specifically, do not block any of the driveways to the residences.

**Wakefield Park:** Right into Wakefield Park/Audrey Moore RECenter complex. Field is behind the main recreation building.

**Winterset Park:** Right on Guinea Road. Right on Little River Turnpike. Left on Woodburn Road (just past light at Prosperity Road) to Fairfax County Police S.O.D. station. Field is behind the police station.

**Woodson High School:** Right on Guinea Road. Left on Little River Turnpike. Past traffic lights and left on Pickett Road. Immediate right onto drive of school grounds. North Field is directly behind the school, next to the tennis courts. South & West Fields are best accessible from the main parking lot on the west side of the school.