

Parent and Player Manual



2024



Team Policies and Procedures

Introduction

The following sections describe team specific policies and procedures, which are intended to clarify the team philosophy and rules, coaching responsibilities and our expectations of the parents and players. League Policies and Procedures can be viewed on the City SC San Marcos website, www.cityscsanmarcos.com.

Table of Contents

- A. Team Philosophy
- B. Coaching Responsibilities
- C. Player Expectations
- D. Parent Expectations
- E. Rules Regarding Parent/Coach Interaction
- F. Payment Procedures
- G. Practice Plan & Procedures
- H. Match Day Procedures
- I. Tournaments
- J. Goals
- K. Signatures



A. Team Philosophy

Our team philosophy can best be described by the following:

1. Long-term growth and development of your child as a person and soccer player.
 - a. Respect for fellow teammates, opponents, coaches and referees.
 - b. Development of individual skills and team strategies.
 - c. Working with others to achieve a common goal.
 - d. Looking to improve everyday with a positive attitude.

2. Playing Time
 - a. Every player will be given the opportunity to play a meaningful amount of time per the League Policies and Procedures.
 - b. Coaches will have license to restrict playing time based on: player's ability, understanding of the game, in-game circumstances, and player behavior.
 - c. Further factors that will be taken into consideration by the coach when allotting playing time include but are not limited to: failure to arrive at practices and games at the time specified by the coach, failure to consistently attend team practices or ANY violation of the team philosophies and rules.
 - d. Planned extended absences, such as family vacations, should be disclosed to the coach in advance to allow the coach to plan accordingly. Coaches will use their discretion when allotting playing time for players who have been absent.
 - e. Issues with playing time will be addressed in person with the coach or the Director of Coaching.

3. Positive environment for players, parents and coaches
 - a. A positive, reinforcing environment shall be maintained by all players, parents and coaches at practices, games, tournaments and team functions.
 - b. The club goal is for players to feel comfortable and safe at all team functions.
 - c. Mistakes are an opportunity to learn and improve. All players will make mistakes, and it's important that players are unafraid to make mistakes.
 - d. Negative and/or derogatory comments made by players and parents will not be tolerated. Players will be disciplined according to the severity and consistency of the infraction(s). Player infractions may result in the removal of the player from the team. Parents will be asked to leave the field of play, and further infractions may result in a parent being banned from attending team functions, practices and games.



B. Coaching Responsibilities

The coaching responsibilities include, but are not limited to:

1. Cultivate an environment of positivity, tolerance and a collective dedication to learning.
2. Set high standards for player conduct and attendance, as well as their own conduct and attendance.
3. Treat all players honestly, fairly and with respect.
4. Be committed to help all players reach their highest potential, both individually and collectively.
5. Conduct themselves as positive role models and display exemplary behavior at all team/club functions.
6. Be responsible for the conduct of the team on and off the field, including: team events, community events and competitions.
7. Come prepared at practices to properly utilize the time allocated and maximize the potential for player growth.
8. Continually strive to improve coaching skills and techniques.
9. Conform to the rules established by the team and the club.

C. Player Expectations

The actions of each player reflect not only upon themselves, but on the rest of the team, the club and the league. The expectations of each player include, but are not limited to:

1. Have fun.
2. Always give 100% effort at practices and games.
3. Arrive at practices and games on time and ready to play.
4. Attempt to win through your skill, effort, tactics and fair play, NOT by unethical behavior or cheating.
5. Maintain a positive team attitude, good sportsmanship and commitment to fair play. Do not make negative and/or derogatory comments toward teammates, opponents, coaches, referees parents or officials.
6. Be positive in fulfilling the role that you are asked to perform for the team.
7. Be responsible for your own performance and conduct. You are responsible for your actions.
8. Treat teammates, opponents, coaches, parents, referees and other officials with respect.



9. Take constructive criticism along with praise for a job well done and be able to deal with both.
10. Players are encouraged to work on technical skills and conditioning at home. Any soccer related work done on non-practice days will benefit the player and ultimately the team.

D. Parent Expectations

The actions of each parent reflect not only upon themselves, but on the rest of the team, the club and the league. The expectations of each parent include, but are not limited to:

1. Have fun. Be your child's biggest fan. Win, lose or draw, we all want to support the team.
2. Support the entirety of the team.
3. Remember that the game is for your child, not for you. This experience should be 100% about your child.
4. See to it that players attend all possible team functions (practices, games, meetings, etc.) and encourage and support your child in meeting his/her obligations. In almost all cases, a player's failure to arrive on time is not the fault of the player, but the parent.
5. **Do NOT coach your child from the sideline during a game. The coach should be the only person relaying instructions to the players. Your job is to cheer for your child. The coach's job is to coach. Mixed messages from the sideline only leads to confusion for the player.**
6. Emphasize to your child the importance of trying to win by using skill, effort, tactics and fair play. Discourage the use of unethical behavior and cheating.
7. Maintain a positive team attitude, good sportsmanship and fair play. Do not make negative and/or derogatory comments toward players, opponents, coaches, parents, referees or officials.
8. Set a good example by your conduct and good sportsmanship. Remember that your child and possibly other players may emulate and feed off of your behavior.
9. Treat players, opponents, coaches, parents, referees and other officials with respect.
10. Keep everything in perspective. Players should have fun! The goal is growth and enjoyment. Unfavorable results or mistakes are part of the learning process.
11. Encourage and help your child to work on technical skills and conditioning at home. Any soccer related work done on non-practice days will benefit the player and ultimately the team.



E. Rules Regarding Parent/Coach Interaction

The actions of each parent and coach reflect not only upon themselves, but on the rest of the team, the club and the league. Please always remember that the players may be observing your behavior. Below are some guidelines and rules to prevent miscommunication and/or altercations between the parent and coach:

1. 48 Hour Rule – If you have a complaint or issue to discuss with the coach, please wait 48 hours before discussing. This gives both parties time to reflect after a team event and helps to avoid emotionally driven discussions.
2. All complaints or issues to be discussed with the coach must be done in person at the next team practice or at an arranged meeting with the coach. If possible, appointments should be made via the team manager. If meeting at practice, the discussion should occur after the practice session. In all cases, the discussion should occur without the player present.
3. No complaint or issue shall be “discussed” via email or text.
4. The Director of Coaching will intercede as necessary.

F. Payment Procedures

The registration fee for the 2024/25 season is per the schedule below:

- \$975 for 2017-2018 teams
- \$1,350 for 2015-2016 Flight 3 and Flight 4 teams
- \$1,500 for 2015-2016 Flight 1 and Flight 2 teams
- \$1,425 for 2006-2014 Flight 3 and Flight 4 teams
- \$1,675 for 2006-2014 Flight 1 and Flight 2 teams
- \$1,750 for 2006-2012 EA2 teams

A non-refundable deposit of \$250 for 2017-2018 teams and \$400 for 2006-2016 teams is due upon registration. Registration fees cover coaching, directors of coaching, our goalkeeper program, gaming league fees, US Club fees, fields, lights, referees for the regular season, insurance, pictures, etc. For younger (2011-2018), futsal is included in the registration fee. For older (2006-2010), a strength and agility program is included in the registration fee. The uniform cost is in addition to the registration cost and is approximately \$250-\$300.

Throughout the year, money will need to be collected for tournaments, competitive indoor soccer, team functions, etc. The cost for these activities is in addition to the registration cost. Please follow the procedures below when submitting payment for these activities:



1. All registration payments will be handled by a league representative (CFO, Operations Manager, etc.) unless instructed otherwise.
2. All team payments will be handled by the team manager. Please do not give payments to the coach, assistant coach or other league official unless specifically instructed to do so. This will create confusion.
3. All checks shall be made out to City SC San Marcos with your team's division and level in the memo (ex. Girls 2008 Academy).
4. Remember to always get a receipt for any monetary transaction. This protects you and the league.
5. Please submit your payment(s) in a timely manner.

G. Practice Plan and Procedures

The practice schedule may fluctuate throughout the season based on field availability. The coach or team manager will send the practice schedule to the parents on a monthly basis. Generally, teams will practice two times per week. The coach may adjust the number of practices per week depending on the team schedule and upcoming games and/or tournaments. Older teams with players in high school will not practice during the months of December, January and February due to CIF rules.

Each player is expected to be prepared for practice and abide by the following:

1. Players must arrive at practice wearing their club apparel, soccer cleats and shin guards. Club apparel (practice shirts) will be given to each player and they are responsible for always wearing their apparel at practices.
2. It is recommended that each player bring a soccer ball.
3. Arrive at least 10 minutes early to every training session.
4. Be focused and attentive at practice. Give your coach the utmost respect and attention.
5. Players shall bring water or take the necessary steps to keep properly hydrated during practice.

H. Match Day Procedures

Each player is expected to be prepared for the match and abide by the following:

1. Players need to arrive at the match wearing the proper uniform, soccer cleats and shin guards.
2. Players shall always bring both uniforms to each match.
3. Arrive 60 minutes early unless instructed otherwise by the coach.



4. Be focused and ready to play.
5. Remain in the “Team Bench Area” while off the field. This area is for players and coaches only.
6. Remain with the team after the match until dismissed by the coach.
7. Eat and hydrate appropriately leading up to and during games.

I. Tournaments

Teams will generally compete in three (3) to six (6) pre-season (summer) tournaments and one (1) to three (3) post-season tournaments. The tournaments will be chosen by the coach based on player availability and the team’s level of play. Most tournaments will be in the San Diego area. However, some teams may elect to compete in tournaments in the Los Angeles area or out of state.

The cost of each tournament will vary, but for planning purposes, parents can expect the registration cost to be approximately \$60 per tournament. Travel costs would be in addition to the tournament registration cost.

Additional fees that may apply to the overall cost of a tournament include:

- Referee Fees – typically the referee fees are included in the tournament registration fee. However, there are some tournaments that charge separately for referees. For these tournaments, the referee fees for the guaranteed games (typically three games) should be included in the cost of the tournament communicated to you by the coach or team manager. Referee fees for any additional games such as semi-finals, finals, next round games in State Cup, etc. would be collected by the team manager should the team advance to play in these games.
- Coach Expenses – coaches are entitled to include their expenses in the tournament cost. Expenses may include mileage, parking, meals and hotels depending on the location of the tournament. An estimate of these expenses must be communicated to the team prior to the event and approved by the Director of Competitive Programs.



J. Goals

In the space below, each player must complete their 2024 Individual Goals. The coach will review these goals with each of the players at the beginning of the season and will follow up periodically throughout the year to ensure the goals are met. Please encourage your player to have at least one goal pertaining to a positive attitude and/or team leadership.

Goal #1:

Goal #2:

Goal #3:

K. Signatures

By signing below, the parent and player acknowledge that they have read the team policies and procedures in this manual and agree to abide by them.

Team

Parent Name

Parent Signature

Date

Player Name

Player Signature

Date