

CUMBERLAND SOCCER CLUB
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POLICY MANUAL

FOREWORD

This manual has been developed as a reference guide, providing information to enhance your understanding of Cumberland Soccer Club (“CSC” or “the Club”) programs.

Since it is a reference guide, you are encouraged to refer to it frequently. It will answer most of the questions of coaches, players and their families.

If you do not find what you need here, please contact a member of the CSC Board of Directors or visit the Club website. (Refer to the list of Board members found elsewhere in this document).

This manual is an official publication of the programs and policies of the Cumberland Soccer Club. It supersedes all previously published manuals.

APPROVED
Cumberland Soccer Club Board of Directors
2010

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OVERVIEW OF CLUB OPERATIONS AND LEADERSHIP

The Cumberland Soccer Club is a community-based, volunteer organization supporting competitive travel soccer playing under affiliation with Soccer Maine, United Soccer Federation of Maine (USFM), the United States Soccer Federation (USSF) and the United States Youth Soccer Association (USYSA). The Cumberland Soccer Club abides by the Articles, bylaws, policies and requirements of Soccer Maine. The Cumberland Soccer Club is a non-profit organization exempt from tax under IRS Section 501c(3). The Club's website is located at <http://www.cumberlandsoccerclub.com>.

Mission Statement

To provide opportunities for the youth of Cumberland / North Yarmouth, Maine to participate in the game of soccer while being guided by principles centered on sportsmanship, player development, quality coaching and community.

Through participation in a competitive league environment, the CSC core principles will be promoted to all players, coaches, referees, volunteers and parents in support of our mission.

Core Principles

Sportsmanship: Competition without conflict through the demonstration of respect for teammates, coaches, support staff, opponents, referees and spectators.

Player Development: The teaching of skills, strategies, relationships, leadership and responsibility that support preparation for life and a passion for the game.

Quality Coaching: Keeping in mind that the coach is the key to making the student-athlete experience appropriate, positive and educational, we will support our coaches with training. Such training will emphasize the understanding of the holistic needs of young people and balance individual needs with the promotion of continuous improvement and competitive spirit.

Community: Mutual respect, commitment and support offered in a positive spirit by parents, coaches, players and others.

Governance

There is a Board of Directors that is the legal Board of our non-profit corporation. While the Board is, technically, the legal board of directors, the Board's primary responsibilities will be to provide direction to the Club concerning soccer issues and manage the activities of the club. A list of the current Board of Director is included in this document.

The Board of Directors, consisting of the following elected officials, governs CSC:

President

As the principal executive officer, the president supervises and controls all of the business and affairs authorized by the Board. The president also serves as the Chairman of the Board.

Vice President

The vice president performs duties prescribed by the Board or the president. In the absence of the president, the vice president is authorized to perform all duties of the president.

Secretary

The secretary records all votes and minutes at all meetings of the Board.

Treasurer

The treasurer is the chief financial officer who has charge and custody of all funds and prepares reports to the Board at least four times a year as well as to the full membership at the Annual General Meeting.

Immediate Past President

The immediate past president supports the president (if applicable).

Standing committees are appointed each year by the president.

Board Meetings

The Board of Directors meets as needed to discuss Club business and operations. The Board of Directors will meet at least quarterly.

General Meetings

We will conduct a General Meeting once per year to elect Directors whose terms are expiring and to conduct any other business that is required to be conducted at such meetings.

Reporting and Reconciliation

The Club Treasurer shall provide a financial report to the Board of Directors quarterly. The Board President is to receive the bank statements directly to review cash activity and review details.

Hiring of Independent contractors

From time to time the Club may hire coaches on an independent contractor basis. The Board of Directors must approve all such arrangements in advance, including payments to Board Members. All such relationships must be documented in advance stating the services to be provided and the expected fee for such services.

All independent contractors must submit invoices containing their social security number or tax ID number in order to be paid. The invoices must also describe the services provided and the dates on which they were provided. The Club will return all invoices that lack this information.

Examples of such independent contractors are as follows:

Director of Coaching and Player Development

The Director of Coaching and Player Development is responsible for developing, implementing, and monitoring a program for building and enhancing the skills and development of CSC soccer players and coaches.

Summer Camp Director

The summer camp director handles the administrative and day to day running of the CSC summer training camp.

Field Coordinator

The Field Coordinator works with the coaches, referee supervisor, and the Recreation Department to schedule practice and game times throughout the season.

CUMBERLAND SOCCER CLUB PROGRAMS

Classic Program

The Cumberland Soccer Club Classic Program offers a competitive level of play to teams from age groups U-10 through U-14. It is a "Select" program in which players must try out and be selected for teams.

Playing under the guidance of coaches holding a USSF E-License or higher, the Classic Program provides skillful players the opportunity to continue their development to the highest level possible. For that reason, the Club seeks out those players and coaches who demonstrate a greater commitment and interest in learning and playing the game. For some, the Classic Program is just the beginning of a youth's competitive soccer experience that may be fully realized at varying levels throughout their association with the game. For others, the program provides the challenges and level of play that promotes and nurture growth as a soccer athlete.

All Club teams are expected to participate in either the State Challenge (Division 1) Cup, or yearend festivals at the end of the regular season.

Club Sponsored Premier Teams

At present, the Cumberland Soccer Club does not sponsor any premier-level teams, nor does it affiliate itself with any one particular premier program.

Indoor / Winter Soccer

The CSC encourages players to participate in indoor / winter soccer. The Club does not sponsor or endorse any indoor / winter teams, nor any spring league teams. All players register during the fall season are covered by Soccer Maine insurance during the indoor / winter season at sanctioned facilities.

Cumberland Soccer Club Tournaments

CSC sponsors a tournament each Labor Day weekend in which all Club teams are expected to participate. Teams games are held generally on either the Saturday or Sunday of Labor Day weekend, but not both. Visit the CSC website, as the tournament draws near, for more information.

Age Groups for CSC Teams and US Youth Soccer

The following age groups apply to Classic teams, tournaments, state championships and other U.S. Youth Soccer-sanctioned events:

| Age Groups | Format | Ball Size | Roster Size | Game Length |
|-------------------|---------------|------------------|--------------------|--------------------|
| U10 | 6v6 | 4 | 11 players | 2 25-minute halves |
| U11 | 8v8 | 4 | 14 players | 2 25-minute halves |
| U12 | 8v8 | 4 | 14 players | 2 30-minute halves |
| U13 | 11v11 | 5 | 18 players | 2 35-minute halves |
| U14 | 11v11 | 5 | 18 players | 2 35-minute halves |

PLAYER REGISTRATION

What is means to be carded:

The process of registering individual players to play in a competitive league is administered by Soccer Maine, and is often referred to as “carding.” Registration ensures team membership for the entire seasonal year, which begins August 1 and ends July 31 of the following calendar year.

With few exceptions, players cannot be released from a Travel Team before the end of the seasonal year (July 31) unless they wish to be released. A player may request a transfer to another Soccer Maine affiliated team. This request must be initiated by the player in writing on the appropriate state form and then approved by the appropriate state organization before the player may join the new team. The transfer must be initiated **between** playing seasons. No team transfers will be approved once the playing season has begun.

Player Registration Procedure

Typically, the Club holds two player registration nights, usually in late March or early April for the upcoming fall season. At that time, players will complete a registration form and pay the registration fees. Players may also register online.

Age group tryouts are then typically held in May or early June. A schedule of tryouts dates should be available at player registration nights, as well as on the CSC website. The current policy of the Club is to hire outside personnel to run the tryouts and have players evaluated by independent, high school level coaches.

All efforts are made to notify players of their placement status shortly after the end of the school year.

Please note that unlike other clubs, CSC does not select a coach for a team until the teams have been assembled. Sometimes, it is necessary to prolong player notifications for various reasons, including low or high age group numbers, or to locate an appropriate coach for an age group team.

Fees

CSC charges an individual player fee to be considered for inclusion on a Classic League team. The fee covers team registrations to Soccer Maine, player passes, player insurance, referees, equipment, field usage fees, coaching education and training, the CSC website, Labor Day weekend and Columbus Day weekend tournament registrations, uniforms and other Club costs. The fee is set by the CSC Board of Directors prior to registration for each season and must be paid in full.

Refunds of Player Fees

Any parent requesting a refund of registration fees for children they registered shall be granted a full refund of registration fees prior to try-outs. No refunds will be given after this time.

Financial Aid

CSC offers financial aid for players. No player will be denied an opportunity to play for financial reasons. Parents should contact any Board member for more information.

EVALUATIONS AND TEAM SELECTION

Player evaluations will be held for all age groups

Players are placed on teams based upon their evaluations by the player selection committee of the board. After the player selection is complete the coaching selection committee will recommend coaches for each of the teams to, the Board of Directors.

Every attempt will be made to find a playing opportunity for all interested players.

U-10 and U-11 players will be placed on “balanced” teams in support of the spirit of friendly competition for these age groups. At the U-10 and U-11 age groups the Club will field as many teams as necessary to attempt to accommodate all interested players.

The Club attempts to field two teams (Division 1 and Division 2) at the U-12, U-13, and U-14 age groups. An attempt is made to avoid “cuts” at these age groups. If registration numbers are not sufficient to support two full teams, CSC will attempt to mix age groups.

U-12, U-13 and U-14 players will be placed on teams with players of similar ability in support of the competitive nature of these age groups.

Evaluations are held for all age groups. All players are expected to participate in evaluations. If a player is absent from their evaluation, team placement is up to the discretion of Board President.

Play Up Policy

Due to the July 31 cutoff date, there will be certain players whose birthdates technically place them in an age group below that of their classmates or peers. These players may request a “grade appropriate” play up. Any player who falls into this ‘grade appropriate’ category, and desires to play up to an age group higher than where their birth date places them so they are with their classmates, must request this on the CSC registration form. All play up requests are reviewed individually and must be approved by the registrar.

Player Commitment

The Club supports a Travel soccer program. Game opponents will be made up of other travel teams throughout the State of Maine. Players should expect that CSC practices will begin in mid August. Typically, most teams hold two practices per week. However, at the 7th and 8th grade level, teams may practice less, due to many players participating on school-based teams. Practices may be more frequent near the end of the season as teams prepare for the end of season tournaments. League games could begin the Sunday prior to Labor Day weekend. All players are expected to be at weekly practices unless absence is previously discussed with coach.

All players are expected to attend the CSC Labor Day Tournament games and the Columbus Day tournament games. All Club teams are expected to participate in the State Challenge (Division 1) Cup, any Division 2 Cup playoffs/festivals, or Year End Festivals (U10-U11) at the end of the regular season.

All players are expected to be at Sunday CSC league games as well as make up league games. CSC coaches will work with parents and coaches to schedule additional "friendly" games in order to optimize attendance (e.g., Saturday friendly games).

Missing practices or games, without a previously cleared excuse with a head coach, may result in the loss of playing time.

Playing Time

At the U-10 and U-11 age group, all players will have equal playing time, and coaches will rotate players into various positions throughout the season. .

At the U-12, U-13 and U-14 age group, each player must play a minimum of 10 minutes per half in any regulation length game.

At all age groups, players may receive less playing time for disciplinary reasons, such as unexplained missed practices and/or games.

COACHING

Selection of Coaches

Individuals interested in coaching a Club team are required to complete two applications. One form is a Soccer Maine volunteer disclosure form and the second is a Club application. Applications are made available during player registration sessions. Forms are also available on the Club's website (<http://www.cumberlandsoccerclub.com>) and can be forwarded to the Club's P.O. Box.

Selection of coaches is made by the President, and approved by the Board. All coaching positions are volunteer and made at the sole discretion of the President. Interested applicants are subject to background checks. Coaching assignments are made on an annual basis, and are not guaranteed for future years. All coaches must re-apply for consideration each year.

Travel Soccer Coach Licensing

To be a Travel Soccer coach, it is expected that you have "E" license course (U11 teams and above) or youth coaching module (for U10 teams). These courses, sponsored by Soccer Maine, vary in length and the Club, for those coaches passing, reimburses course costs. Courses are offered in surrounding communities. The Director of Coaching has a list of available courses and dates. In addition, coaching courses are listed on the Soccer Maine website (<http://www.soccermaine.com>).

The Club also highly recommends the "D" license course for the coaches of U12 teams and above.

Coaching certification classes are available through www.soccermaine.com and offered periodically throughout the year.

Coaching Evaluations

A coaching evaluation form will be sent to all parents at the conclusion of the season. These evaluations will be reviewed by the President and discussed individually with each coach as appropriate. These evaluations will remain the property of CSC.

Mandatory Coaches Meeting

All coaches are required to attend a mandatory coaches meeting, typically held in late summer,

Coaches Responsibilities

Good sportsmanship is a guiding principle of CSC. Coaches set the tone for players. Therefore, CSC requires coaches to exemplify good sportsmanship and to encourage team members to act similarly. Coaches are also responsible for the behavior of their team's spectators at the games.

Coaches are required to hold open practices and team gatherings. **CSC policy states that coaches should strive to have at least one additional adult at each practice to assist the coach in the event of an emergency or injury.**

Player Safety

Safety of all participants in our practices and games is a paramount concern for CSC. In August of 1994, US Youth Soccer (the national governing body for youth soccer in this country) approved the Kid Safe Risk Management Program. CSC supports the intent of this program. CSC will not knowingly allow any person convicted of a crime of violence, physical abuse, sale of illegal substances, or any other offense that would indicate a pattern of behavior that would have a detrimental effect on children to be placed in a position that would involve direct contact with children.

CSC is affiliated with Soccer Maine and U.S. Youth Soccer. Soccer Maine-affiliated players, administrators and coaches are provided insurance coverage under an umbrella policy of Soccer Maine. This includes liability coverage for volunteers and coaches. In order to minimize your risk exposure, CSC recommends that all coaches and assistant coaches should:

- Become fully familiar with all CSC, Soccer Maine, US Youth Soccer, and FIFA rules, policies, and requirements, particularly those concerning sportsmanship, conduct of coaches, and safety.
- Register each season as a volunteer coach and make sure all other team officials also register (this is the only way to obtain insurance coverage as a coach or assistant coach)

- Enroll in CSC or Soccer Maine coaching courses and continue your training and education
- Learn proper first aid procedures

- Do not allow any unregistered players to practice or play games with your team

- Do not allow players to practice or play unless they are properly equipped, including shoes and shin guards.

- Inspect field and goals prior to practices and games to insure safe environment for players

Team Policies and Requirements

All team parents are permitted to attend or observe any CSC practice. Parental involvement is the best way to assure a good experience for the children.

All teams are required to have a first aid kit, and coaches are required to familiarize themselves with contents

Coaches should carry at all time a copy of all player registration forms, including any medical issues identified at player registration.

It is always safest to have a cell phone at the playing field and a contact number in the event of an emergency.

Protection of Players

The registered coach or a registered assistant coach should be in attendance at all team functions. If neither is attending, the coach must appoint another adult to act as supervising coach

Players must wear shin guards at all times, whether playing or practicing

Coaches and parents should make sure players drink plenty of water during practices and games.

Do not play or practice if dangerous conditions exist. This can be any or all of thunderstorms in the immediate area, fields ordered closed by town authorities, standing water on the fields, or extremely hot weather.

Fields and Goals

Never allow your players to climb on or hang from goals. Coaches and parents should be aware that the town has large but movable goals at many playing fields. While we have been assured that these goals are safe, additional caution is warranted.

Check the goals and field before each practice or game for hazards, holes, sharp objects, etc.

If it is necessary to move goals, always use great care and always have enough adults to move goals safely. If it is your responsibility to set up the field, make sure you have enough adults to move the goals to the proper position, if necessary. Children should not be used to help move goals under any circumstances.

Always place sand bags on the rear goal support prior to practice or games.

Do not use a goal that is damaged, weakened, or otherwise in disrepair. Please report any such problems to a CSC Board member.

Parent Responsibilities

It's critical for a responsible adult to be there to pick up the child when practice is due to end; it's unfair to a volunteer coach and potentially dangerous to the child not to be there. If you're unable to make it on time, make other arrangements to ensure that your child is picked up in time.

All parents are encouraged to participate actively in the team's activities, including attendance at practices and games. Please provide assistance to the team if requested by the coach or team manager. This can include bringing snacks to practice or games, setting up or taking down equipment, making phone calls, or helping at practices and games.

Parents should support the team, should cheer for all players on the team, and should refrain from criticizing other players, the coach, or the referee.

Parents must be aware that soccer is a contact sport and that injuries will happen. Particularly at young ages, serious injuries are relatively rare. Parents should not expect the referee to call a foul every time their child is knocked down and must refrain from criticizing the referee. Much contact is perfectly legal and sometimes even if a foul was committed, the referee will allow play to continue if the team against which the foul was committed has maintained possession of the ball. In particular, parents of young children cannot feel they have the sanction to run out on the soccer field whenever their child is "injured." Most such injuries are shaken off quickly, and parents running out on the field simply compound the confusion and the risk of further injuries.

Guidelines for Appropriate Behavior by Adults

The physical and emotional well being of our players and their families must be a primary concern for all adults involved with CSC. Adults who are filling the role of coach, assistant coach, administrator, board member, game official, or adult volunteer, must be aware that they hold a position of some authority and responsibility over youth players. People in positions of authority must make sure not to abuse their authority to the detriment of others. By establishing formal guidelines for behavior, everyone will know what behavior is acceptable and what behavior is not. Our goal for establishing codes of conduct is to help to provide a safe and healthy atmosphere for our members and their families.

1. Physical Contact

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 treat an injury or hand-to-hand contact for congratulatory purposes only. Physical intimidation, physical punishment, or threatening a player with physical harm are not appropriate behaviors and will not be tolerated. However, reasonable discipline (such as performing push-ups or running extra laps) for misbehavior is acceptable.

Sexual contact of any kind between adults and players is prohibited whether or not the contact is consensual.

Hazing or any type of initiation to a club or a team is prohibited.

Corporal punishment is prohibited.

2. Social Contact

Adults should not spend time or socialize alone with players. Pulling a player to the side for additional instruction in plain view of the remainder of the team would be an exception to this rule. However, an adult in a one-on-one situation with a child is generally considered inappropriate and should be avoided. Another exception would be if a young child was the last one waiting for a ride home from practice, the coach should not leave the child until the child's parent or ride home has arrived.

3. Health and Well-Being

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 first aid 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.

Any head injuries resulting in disorientation should result in a player remaining out of the game.

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.

Adults transporting players must model safe driving techniques and enforce seat belt use for all vehicle occupants.

The conditions of the field and goals must be conducive to safe play. Weather conditions must also be

reasonably safe from lightning or extreme temperatures.

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.

4. Language

Offensive or vulgar language by adults or children is unacceptable. CSC events including games and practices should be family oriented events. Adults should model good communication skills.

Language that is denigrating in nature, content, or tone, is based on or refers to one's gender, race, national origin, disability, sexual orientation, or religion is not acceptable. Insults and demeaning nicknames directed at players are not permitted.

Inappropriate language or threatening language used toward an official, coach, player, or parent may be grounds for removal from a game or the premises or both.

Violations

Violations will be handled in accordance with existing CSC policy. CSC's Board, Coaches Selection and Review Committee, and/or President will investigate complaints about misconduct by CSC players, coaches, or parents, as appropriate. In accordance with Soccer Maine procedures, complaints of referee abuse will be referred directly to Soccer Maine and will be dealt with by their disciplinary process. Sanctions can include suspensions from all CSC or from all US Youth Soccer activities.

If the circumstances of the complaint indicate a probability of criminal behavior, CSC will report the matter to the appropriate legal authorities.

Any person witnessing a violation of these guidelines should report the incident to the CSC Board.

DISCIPLINARY POLICIES

Grievance Policy

All grievances from coaches should be made directly to the President. It is preferred that grievances be submitted in writing via e-mail. All grievances will receive a response.

Parents are encouraged to express their grievances directly to the coach however parents wishing to express a grievance, who are uncomfortable approaching the coach, are asked to submit their grievance directly to the President.

Zero Tolerance Policy Regarding Harassment of Players or Referees or Coaches

We view our first responsibility as “keeping the kids safe.” Therefore,

1. Any Cumberland Soccer Club parent, coach, or player who criticizes a *referee*, *coach* or *player* in words that can be heard by others will be asked, by the Cumberland Soccer Club coach whose team is playing, to keep quiet. If that person fails to keep quiet, he or she will be asked to leave the field by the Cumberland Soccer Club soccer coach whose team is playing at that time or by other CSC coaches or a member or members of the Board of Directors.
2. Coaches and parents of visiting teams will be asked to abide by this standard. Visiting team coaches will be asked to take the lead with their team’s parents. Coaches are expected to remind visiting coaches of our zero tolerance policy.
3. Where behavior exceeds acceptable limits, the Cumberland Police will be called for help. This includes helping a parent or coach who refuses to leave the field once asked and once having failed to keep quiet.

If your child (player or referee) is verbally harassed or physically assaulted by anyone on or near a soccer pitch, please notify the Cumberland Soccer Club coach on the field immediately and notify the Club President, as soon as possible after the incident. We need facts, so please have them ready when you call.

Removal of A Coach

If, in the judgment of the Board of Directors, a coach is not following the Club guidelines described below and is not willing to alter his or her approach to coaching after being advised by the President, the Club reserves the right to ask a Head Coach or an Assistant Coach to step aside. The process for this is as follows:

1. The President or his/her designee, upon observing or hearing feedback from others that a particular coach or coaches is not following the guidelines, will confer with that coach and other people connected to the team to understand what is happening and to share the feedback that has led to the discussion.
2. The President or his/her designee will outline the club's policies and offer recommendations to the coach or coaches that will bring their coaching to the level the Club expects.
3. The President or his/her designee will communicate directly with the people who shared the original feedback to ensure that their expectations are aligned and to resolve differences of opinion that may still exist.
4. If, in the judgment of the President or his/her designee, a pattern of behavior persists or that a coach has flagrantly violated one of the club's policies, the Board of Directors will appoint a new coach for that coach’s team and ask the offending coach to stop coaching.

Removal of a Player from a Team

Occasionally, players on a team may misbehave, disrupting team activities, engaging in unsportsmanlike behaviors, swearing or name-calling, or endangering themselves and other children. Our policy is to address such misbehaviors immediately using firm but pleasant tones of voice, following the steps outlined below.

Feedback:

When a misbehavior occurs, we expect the coach to explain his or her expectations and why those expectations are important, using a firm but pleasant voice. When misbehavior occurs, the coach is expected to:

1. Pull the player out from the group to speak to him or her one-on-one.
2. Position himself or herself at eye-level with the player and give feedback:
 - a. Give his or her observation: "When you were on the sideline, I saw you do"
 - b. Describe the impact of the behavior: "When you do that, it disrupts the team... and causes..."
 - c. Set his or her expectation: "In the future, if you want to express ... please use words like"
 - d. Confirmation: "Will you please repeat for me: What have I asked you to do?"
 - e. As appropriate, allow the player time to briefly express their opinions and feelings to you.
3. If the player is upset and not able to control him or herself, we expect the coach to ask the player to sit apart from the group and allow him or her time to regain control of him/herself before returning to the group. Indicate that he or she may return when he or she can behave appropriately.
4. When appropriate, invite the player to rejoin the group.
5. If appropriate, ask the misbehaving player to apologize to other players who were affected by the misbehavior

Warnings:

If a player repeats a misbehavior, if the coach considers the misbehavior serious, and the feedback approach outlined above does not change the player's behavior after a reasonable number of attempts on your part, the coach may issue a "Warning" to the player, indicating that, if he or she repeats the behavior again, the coach will suspend him or her from the team until he or she is able to correct the behavior problem. When the coach issues a Warning to a player, the coach will notify the player's parents at the end of the practice or game to explain the circumstances and the consequences of continued misbehavior (i.e. suspension). The coach will also notify the President of the Warning.

Suspension:

If the misbehavior occurs again, and the coach determines that suspension is the appropriate next step, the coach will tell the player and the parents at the end of the practice or game that the player is suspended for, at minimum, one week. The coach and the Club President will work with the parents to outline mutually agreeable conditions under which the player may return to the team. Once a player has returned to the team, an additional misbehavior may, at the discretion of the Club President, result in suspension of the player from the team for the remainder of the season.

If a player is ejected from a game by the referee, (i.e., he or she is “red carded”), then the player will not only sit out the remainder of that game, but will be suspended from the following Soccer Maine sanctioned game in which he or she is scheduled to play.

Physical Violence

Physical violence (hitting, punching, or other physical assaults on team mates, coaches, referees, or players from other teams) will not be tolerated under any circumstances. If the violence occurs during a league game or during practice or other team activities, the coach should give feedback and issue a Warning at the same time, following the steps outlined above. A repeat of physical violence will result in suspension of the player from the team for the remainder of the season.

OTHER POLICIES

Uniform and Equipment Policy

All players will be issued a soccer kit including shirt, shorts, socks, and a practice t-shirt (which may be used as an alternate game jersey when playing teams of similar color). At the end of the season all players must return the shirt and shorts (socks and practice tee shirts may be kept by the player) to their coach or team coordinator. Any player not returning their shirt and shorts will be assessed a \$50 fee and be ineligible to play for the Cumberland Soccer Club until such fee is paid.

All coaches will receive a coaching manual, first aid kit, goalie shirt, practice cones, pinnies and bag of soccer balls at the fall coaches meeting. These items must be returned to the equipment manager at the conclusion of the season. CSC uniforms are not to be used by teams playing indoor soccer during the winter season. Upon request, teams may use the uniforms to play in the spring classic league.

Liability

All players registered with the CSC are covered under a player insurance policy through Soccer Maine. Please contact the Club should you need more information on this coverage.

Supervisors of youth sports who utilize the soccer goals must be alert to the fact that these portable goals are a serious safety hazard unless precautions are taken to ensure their stability. Goals are prone to falling over and can cause serious injury or death.

There are two common reasons for the portable goal to fall over:

- Gusts of wind
- Individuals hanging from, or climbing onto, the crossbar

Regarding liability, it is the responsibility of the supervisor using the facility to ensure that their practice area is a safe environment for the athletes. Please be certain that when arriving on site one of your first actions is to determine if the goals are secured. Ballast bags will be supplied to anchor the frame down.

If the goals on your field are not secured - find the ballast bags and place them inside the goal, flat, upon the metal support or framework of the goal. The bags must be placed at the back inside corners of the goal frame (not on the net).

Directors and club leaders are directed to supply this information to all individuals working in a supervisory capacity on M.S.A.D. #51 athletic grounds.

USE OF FIELDS

Permission Required

Teams (in our Club or other Clubs) may not practice or play games on fields to which the Club holds permits without permission from the Field Coordinator. The scheduling of all field time for practice and games should be coordinated with the Field Coordinator. The majority of scheduling is done via e-mail.

Use Prohibited before Official Opening Day in spring.

Teams may not practice or play games on any Cumberland field in the fall prior to the date set by the Cumberland Soccer Club.

Use in Inclement Weather

Teams may not practice or play games on any Cumberland field when wet to the point that there is standing water, where cleat holes hold water, or when use of the field will cause significant damage or divots in the turf. Cancellations of home games and/or practices may be made at the discretion of the Cumberland Recreation Director. Field preservation is given priority over completion of games.

General Provisions

CSC competes with many other MSAD 51 and private organizations for access to fields, and the competition increases each playing season. Fields are crucial to soccer, and it's extremely important to cooperate with the Cumberland Recreation Department, the Towns of Cumberland and North Yarmouth and MSAD 51 in the use of the fields.

Everyone associated with CSC can help in keeping the assigned fields playable by following these rules.

1. Do not practice on wet fields. Any activity on a wet or soggy field, especially with cleats, will tear up the sod and could make the field unplayable for many weeks.
2. Pick up any trash or debris on the field after your team has played
3. Do not park or drive on grassy areas adjacent to fields.
4. Promptly report any acts of vandalism to the appropriate authorities or the CSC Board.

Practice Fields

The Club will assist coaches in locating and scheduling their practice fields each season. The coach, subject to the Field Coordinator's approval, determines practice days and times. Practice sessions should be scheduled for the convenience of a majority of players, as well as the coach. Goalposts are not a necessity for practice. Cones or other simulated goals may be used.

In all cases, prior approval must be obtained from the permitting agency to use practice fields.

Game Fields

CSC uses a variety of field sizes for game play. Every effort is made to coordinate field dimensions with each age group consistent with younger players' strength, endurance, and skills.

CSC's goal is to have all fields lined prior to games. Coaches should arrive early for games to insure proper field setup.

CUMBERLAND SOCCER CLUB
P.O. Box 352
Cumberland, ME 04021-0352
Website: <http://www.cumberlandsoccerclub.com>

BOARD OF DIRECTORS AND OFFICIALS

(Effective Spring 2010)

| | | |
|--------------------------------|--|----------|
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Field & Practice Coordinator
Registrar
Team Manager Coordinator
Referee Assignor
CSC Summer Camp
Town / Twinbrook Liaison
Soccer Maine Liaison
Labor Day Tournament Coordinators
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Patty Normandeau
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Mike & Kim Andreasen
Susan Clifford
April Ross
Susan Clifford & Patty Normandeau
Michael Kennedy
April Ross, Bill Schad