

# **Clarkson Sheridan Soccer Club**

## **Rules and Regulations (November 2007)**

### **A. PLAYING RULES AND REGULATIONS**

#### **1. LAWS OF THE GAME**

- 1.1. The Club shall support and maintain the principles of the Laws of the Game as established by the International Football Association Board and recognized by FIFA, except as provided for by OSA or herein to accommodate differences in age or climatic conditions.
- 1.2. Changes shall come into effect in the playing season following the adoption.

#### **2. PLAYERS**

- 2.1. A Player can be anyone who has reached the age of three (3) by January 1st of the registration year. Exceptions must be approved by the President and Registrar.
- 2.2. Players must wear their proper uniform including shin pads and soccer shoes with cleats. Shirts are to be tucked in, and the shin pads are to be covered by the socks.
- 2.3. Players will be provided with one shirt, one pair of socks and one pair of shorts. Goalies must wear distinctive, coloured shirts provided or approved by the Club.
- 2.4. Players must comply with The OSA Guidelines regarding FIFA Law 4 'Players Equipment'. Players must not wear jewelry, a 'hard' cast, or any other or equipment which could harm himself/herself or another Player on the field and the decision is that of the referees.
- 2.5. Players must be medically fit to play soccer. Where a Player has sustained an injury, the Player's Coach must establish, to a reasonable degree, either by consultation with a parent/guardian or by observing the Player's range of motion that there is no risk of exacerbating the existing injury.
- 2.6. At the discretion of the Coach, a Player may be prevented from participating in Club soccer activities until a waiver form has been completed and returned stating the Player's ability to return to those activities. Waiver forms will be provided by the Club upon request.
- 2.7. Any one of the following parties may exercise a 'veto' thereby preventing the Player from playing or practicing due to injury:
  - The Player.
  - The parent/guardian of the Player.
  - The Player's Coach.
  - The Referee.

### **3. TEAMS**

- 3.1. Only properly registered and fully paid-up Players will be assigned to a team.
- 3.2. Registered Players may only play on the team to which they have been assigned.
- 3.3. Two teams in the same age division must not wear shirts of a similar colour. In the case of clash, the shirts will be replaced.
- 3.4. **Competitive Teams**
  - a) Competitive teams shall be composed entirely of competitively registered Players as selected by the Coach of the team.
  - b) Coaches of competitive teams shall be appointed by the Technical Director and VP-Competitive subject to the approval of the Executive. Anyone wishing to Coach a competitive team shall make application for consideration annually on a form supplied by the Club.
  - c) Coaches of competitive teams must meet all Coaching requirements set by Associations and Leagues controlling the team.
  - d) With parental consent, any registered Player must be afforded the opportunity to earn a place on a Club competitive team.
  - e) Coaches of competitive teams shall submit a list of Players to the Club Registrar no later than the last day in April or prior to registration in any tournament as required by the governing soccer body.
- 3.5. **Recreational Teams**
  - a) Recreational teams shall be composed entirely of recreationally registered Players.
  - b) Coaches of recreational teams shall be appointed annually by the Convenor of the age division subject to the approval of the VP-Operations.
  - c) The Convenor shall assign Players to recreational teams according to guidelines defined by the VP-Operations and Registrar.

### **4. COACHES' RESPONSIBILITIES**

- 4.1. It is the duty of the Coaching staff for each team to provide an enjoyable learning and development experience for the Players. This directive encompasses the Coach's and Assistant Coach's contribution to the conduct of games and requires that he/she apply consideration and support for the opposing Players and the Referees, and make every effort to ensure that the principles of the CSSC Fair Play Policy are followed.
- 4.2. Coaches are to ensure that the Club's Objectives, Policies and Rules and Regulations are understood and followed by their Players and parents.

- 4.3. Coaches are to supervise the conduct, including language, of their Players and parents within a one hundred-yard radius of the field. The Coaches may report Players and parents who do not adhere to their direction, the “Laws of the Game” or the Club’s Policies and Rules and Regulations; or who are otherwise abusive of Players, referees or Club officials.
- 4.4. Each Coach shall be responsible for the set-up of one net. The home team shall provide a game ball.
- 4.5. Game sheets must be legible and correctly completed by the end of half time. The home team must forward game sheets without discipline reports to the Convenor of the age division within one week of the game.
- 4.6. All eligible recreational Players, properly dressed and ready to play, must be given an equitable opportunity to play. Coaches are not to discriminate against weaker Players or Players who cannot attend practices. Coaches may withhold playing time to enforce discipline, the Laws of the Game or the Club’s Rules and Regulations.
- 4.7. Orientation sessions shall be organized for all Coaching staff. Attendance at one session per season is a pre-requisite to Coaching any team in the Club. Division Convenors shall ensure compliance by Coaches. Information concerning non-compliance by a Coach shall be escalated to the VP-Operations prior to the season.

## **5. CSSC COMPETITIONS**

- 5.1. **The CSSC Grasshoppers Micro Soccer Program (U-4, U-5, U-6) and the CSSC Mini Soccer League (U-7, U-8, U-9, U-10)** operate under the jurisdiction of the Club to provide a fun environment for children to learn the basic skills and rules of soccer.

### **a) Purpose:**

To make the game viable for these children who demonstrate a wide range of skill and physical capacity to play soccer, Referees and Coaches must apply discretion and judgement in applying the “Laws of the Game”. Guidelines to provide a consistent base for this discretion are outlined below.

### **b) Guidelines**

- The Grasshoppers Rules and Regulations as published by CSSC shall govern the Micro Soccer program.
- The OSA Mini Soccer Playing Rules shall govern the Mini Soccer program.
- The FIFA “Laws of the Game” will govern the conduct of play.

Exceptions shall be allowed as follows:

- i)       The Field of Play       Team Coaches will use the fields assigned to them by the Club. The size of these fields will vary proportionately to the age group of the children.

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|-------------|----------------------|--|---|------------|----------------------|-------------|----------------------|
| ii)         | The Ball             | Size to be used:   | U-4 to U-7: number 3;<br>U-8 to U-10: number 4. |            |                      |             |                      |
| iii)        | Number of Players    | <p>Micro Soccer shall be played by 3 Players per team and Mini Soccer shall be played by a maximum of 7 Players per team on the field. With the concurrence of the Coaches, the teams may exchange Players to provide a game in which all children have the optimal opportunity to participate under prevailing field and attendance conditions or the number of Mini Soccer Players may be decreased but both teams must field the same number of Players.</p> <p>Substitutions may be made any time that the ball is out of play as a result of crossing the goal line or touch line. The Referee's authorization for the substitution must be gained before the Players are substituted.</p> <p>No call-ups will be permitted from any other Division or Age Group.</p> |   |            |                      |             |                      |
| iv)         | Players' Equipment   | Rule 2.2 above will apply.   |   |            |                      |             |                      |
| v)          | Referees             | In the absence of a league Referee, the Coaches may appoint a Referee.   |   |            |                      |             |                      |
| vi)         | Assistant Referees   | Each Coach will appoint Assistant Referees who will work under the direction of the Referee.   |   |            |                      |             |                      |
| vii)        | Duration of the Game | <p>The normal duration of the game will be:</p> <table border="0"> <tr> <td>U-4 to U-6</td> <td>Two 20 minute halves</td> </tr> <tr> <td>U-7 to U-10</td> <td>Two 30 minute halves</td> </tr> </table> <p>Where the health and safety of the children warrant (i.e. there is a risk of heat exhaustion), the Referee may grant an additional time out for water breaks or shorten the duration of each half.</p> <p>The Referee may make allowances in timing the duration of the game for time lost for time outs, substitutions or injuries.</p>   |   | U-4 to U-6 | Two 20 minute halves | U-7 to U-10 | Two 30 minute halves |
| U-4 to U-6  | Two 20 minute halves |  |   |            |                      |             |                      |
| U-7 to U-10 | Two 30 minute halves |  |   |            |                      |             |                      |
| viii)       | Offside              | Per OSA Mini Soccer Playing Rules, Offside will not be called in Micro Soccer or Mini Soccer.  |   |            |                      |             |                      |
| ix)         | Fouls and Misconduct | Referees and Coaches will rigorously enforce rules against violent, careless or reckless behavior which endangers any Player including the offender. Otherwise, in the interest of maintaining the flow of the game fouls  |   |            |                      |             |                      |

such as hand balls are to be called only when they are a deliberate attempt to redirect the ball.

- x) Free-kick Referees are to explain to the Players the reason for their call.
  - xi) Penalty-kick There are no penalty kicks in Micro Soccer. The standard penalty mark in Mini Soccer is at 8 yards.
  - xii) Throw-in If a ball is improperly thrown in by a Player, the Referee may give the Player a second chance. Otherwise, the throw-in will go to a Player of the opposing team.
  - xiii) Goal-kick Where the ability of the Players in the current field conditions prevents them from successfully kicking goal-kicks outside the penalty area, the Referee may allocate spots outside the goal areas from which goal-kicks will be taken for that game.
- 5.2. **The Clarkson Sheridan Soccer Club 11 A-Side League** (also known as the Full Soccer Division) operates under the jurisdiction of the Club in order to develop self-esteem in the registered children through fun and friendly competition.
- a) Over the course of the season, teams of each Full Soccer age division will accumulate points on the basis of wins and ties. These points will be used to seed teams for the Clarkson Cup playoffs. The champion of an age division will be the team that wins the Clarkson Cup playoffs.
  - b) Three points shall be awarded for a win, one point for a tie and no points for a loss. If the win is as a result of forfeiture, the score shall be recorded as 1-0. In deciding the seeding for the Clarkson Cup playoffs, the following criteria-hierarchy will be used:
    - Most Points
    - Games between teams tied
    - Goals differential (Goals For minus Goals Against)
    - Coin Toss
  - c) A game may start when both teams can field an equal number of 7 or more Players. A team failing to field seven Players within fifteen minutes after the scheduled kick-off shall forfeit the game.
  - d) There will be no call-ups from any other Division or Age Group.
  - e) A team postponing or canceling a scheduled game shall forfeit the game. The Convenor or League Director may postpone or cancel a game provided both Coaches and the Referee Manager are notified.
  - f) The Club shall appoint the Referee and Assistant Referees. In the event that a Referee is not in attendance within ten minutes after a scheduled kick-off, the two teams must agree on an alternative Referee and proceed with the game.

- g) Both teams must play the same number of Players up to eleven. However, provided both Coaches concur, and the Referee approves, the number of Players may be decreased, and the teams may exchange Players to provide a game in which all Players have the optimal opportunity to participate.
- h) Substitutions will be allowed on either teams' throw-ins (at the discretion of the referee), on all goal kicks, after a goal has been scored or at the start of a half. Substitutions must be made from the sideline (near the centre field line). The Player(s) leaving the field shall be identified by the Coach, then only on the Referee's signal will the substitute(s) be allowed to enter play after the substituted player leaves the field.
- i) The duration of all games shall be:
  - U12 - Two 35 minute halves
  - U14 - Two 40 minute halves
  - U16 - Two 45 minute halves
- j) The Referee shall be the sole judge of allowance for time lost through any cause.

5.3. **Clarkson Cup Playoffs:**

- a) Each team in the League shall participate in the Clarkson Cup Playoffs as scheduled by the VP Operations.
- b) Clarkson Cup games must be played to a decision.  
If tied at the end of a playoff game, the winner will be determined as follows:
  - 1. By playing two 10-minute overtime periods (Not sudden death.)
  - 2. By penalty kicks:
    - 2 a). On total goals, using 5 shooters for each team.
    - 2 b). On a sudden death shoot-out basis.

(Coaches are to designate shooters. Shooters from 2 a) cannot be used in 2 b) until all other Players on the team have kicked.)
- c) All Clarkson Cup finals shall be scheduled on Clarkson Cup Day.
- d) Teams that are interlocked with other Clubs in order to provide suitable competition may request an exhibition game with a team of their choice on Clarkson Cup Day. This request must be made in writing to the Clarkson Cup Day Committee Chairman at least 4 weeks prior to Clarkson Cup Day.

**6. REFEREES**

- 6.1. Referees will be given their game assignments by the Referee Manager or his/her designate.
- 6.2. Subject to the approval of the city groundsman, the Referee shall decide on the suitability of the ground for play.

- 6.3. Any protest must be made to the Referee before the game and the Referee must include this objection on the game sheet.
- 6.4. The Referee must verbally report to the Referee Manager the nature of any offenses warranting disciplinary action (i.e. yellow cards and red cards), including the team(s), name(s) of Players, and/or team officials involved, within 4 hours of the related incident. A written report detailing the above must be forwarded to the Referee Manager or his/her designate within 24 hours of the verbal report being given.
- 6.5. The Referee must verbally report to the Referee Manager the nature of any incident involving any spectator, who is not a Player or team official, who has caused disruption or termination of a soccer game, within 4 hours of the related incident. This verbal report must include the name(s) of the spectator(s), and the team with which they are associated. A written report detailing the above must be forwarded to the Referee Manager or his/her designate within 24 hours of the verbal report being given.
- 6.6. The game Referee has the right to discontinue play should inappropriate behaviour from a team official or spectator persist despite his/her warnings and/or request for the individual(s) involved to leave the field of play.
- 6.7. Club appointed Referees will be paid according to a schedule defined by the Executive upon receipt of the Referee's Game Sheet supplied by the Club and signed by the home team Coach.

## **7. TOURNAMENTS**

- 7.1. The Executive shall allocate a budget each year for tournament entry fees.
- 7.2. Coaches must receive prior approval from the VP-Competitive (for competitive tournaments) or the VP-Operations (for recreational tournaments) before entering a tournament.
- 7.3. The Club may host an annual All-Star tournament. Budget, date of competition, invitations, tournament rules, format, volunteer management and logistics shall be the responsibility of the VP-Operations. The VP-Operations shall obtain approval from the Leadership Team on these items prior to committing CSSC to hosting this tournament. Timely progress reports to the Leadership Team will be expected.

Each division in this tournament shall have a Bona Fide entry representing the Club.

## **8. FIELDS**

- 8.1. The Club receives the right to rent and utilize the fields from the City of Mississauga.
- 8.2. Unauthorized use of a field will result in immediate suspension of the Coach.

## **9. GAME RELATED DISCIPLINE**

- 9.1. A game related incident consists of an action on the part of a Player, team official, Referee, spectator or parent during a game, practice, or Club soccer event which contravenes (1) the Laws of the Game, or (2) the Rules and Regulations of the Club, or (3) the Mission Statement of the Club, or (4) the published Policies of the Club.
- 9.2. Reports of game related misconduct shall be made by the referee (via the game sheet, yellow and red card reports, Special Incident Report, Game Official Assault Report) in accordance with CSSC Rules and Regulations for Referees.
- 9.3. Other reports or complaints may be made by any individual in a letter of complaint addressed to CSSC.
- 9.4. Any Referee report or letter of complaint regarding a game related incident shall be handled in accordance with CSSC Discipline & Appeals Rules and Regulations.

## **B. ADMINISTRATION RULES AND REGULATIONS**

### **10. CLUB**

- 10.1. The Club shall operate as many teams in as many age divisions both recreationally and competitively as its registration level and resources can support.
- 10.2. Any incident or event not governed specifically under the By-Laws shall be governed by the provisions of published rules of the Peel Halton Soccer Association and the Ontario Soccer Association.

### **11. REGISTRATION**

- 11.1. Registration fees and sponsorship fees shall be as established by the Executive annually.
- 11.2. A registration is not deemed as delivered to the Club unless supported by documentation establishing the Player's age, a cheque (or cash) for the registration fees, a completed registration form, and a waiver and agreement to abide by the Club's Published Rules signed by the Player and/or Player's guardian as applicable.
- 11.3. Preliminary House League registration for a division will be based on Player age as of January 1st. Subject to the approval of the Registrar, the Convenors of adjacent divisions may be instructed to move dates governing the age span of their divisions as required to balance team numbers within a division.
- 11.4. The Convenor of each division will establish the number and size of teams that can be supported by Coaches, fields and equipment and report these to the Club Executive by September 1st. The Club Executive will organize the necessary financial, equipment and training support required by the Convenor, and advise the Convenor of any adjustments that may be required to the division complement plans related to support issues.
- 11.5. Registration for all divisions including indoor soccer activity, will commence on Clarkson Cup Day, and close when the team complement established by the Convenor of the division has been met. All additional applications will be held on a waiting list



prioritized by the date received by the Club for registration if a position should open any time through the season.

- 11.6. Registration fees must be received with the registration but may be post dated to February 1st. Subject to the approval of the President, the Registrar may lower or waive registration fees for deserving children who cannot afford the full registration fee, or for registrations solicited by a Convenor to fill vacancies after the 3rd game of the season has been played.
- 11.7. Registration fees may be refunded in full if written notice to withdraw the registration application is received by the Club prior to March 1st. Refunds after that date will be considered only: a) for cases in which a team cannot be provided for the Player; b) or prior to the playing of the fourth game, the Player demonstrates medical reasons which prohibit the Player from playing. All refunds are subject, as applicable, to the Player uniform being returned in good condition to the team Coach.

## **12. ADMINISTRATIVE DISCIPLINE**

- 12.1. Administrative discipline covers all allegations of (non game related) misconduct on the part of a CSSC Member which contravene (1) OSA published rules; (2) the Rules and Regulations of the Club; (3) the Mission Statement of the Club; or (4) the published Policies of the Club.
- 12.2. All such allegations and charges shall be handled in accordance with CSSC Discipline & Appeals Rules and Regulations.

## **13. STAFF APPOINTMENTS**

- 13.1. All full time, part time and contract staff positions must have job descriptions approved by the Executive before the hiring process begins.
- 13.2. All such positions shall be fairly advertised, at a minimum on the Club website, and hiring will be done by a Hiring Committee struck by the Executive.
- 13.3. All full time, part time and contract staff positions will have contracts approved by the Executive.
- 13.4. All such staff will have annual performance reviews conducted by a subcommittee of the Executive appointed by the President.
- 13.5. Any performance issues will be communicated in writing and a performance improvement plan will be initiated prior to any consideration of dismissal. Just cause must be shown for any dismissal and approval of the Executive is required.
- 13.6. Temporary/Occasional staff are exempt from the above rules and may be hired at the discretion of the Executive.

## **14. VOLUNTEER APPOINTMENTS**

- 14.1. All volunteer appointments shall be made by the Executive.
- 14.2. The Executive may make such appointments by its nomination of a qualified individual or through an application and interview process conducted by the Executive or a Panel appointed by the Executive.
- 14.3. Such appointments shall be for a one-year term and may be renewed by the Executive in their sole and absolute discretion. The Executive have the sole and absolute discretion to revoke an appointment after a hearing.
- 14.4. The Executive shall consider knowledge, experience, past performance and candidate assessment from the interview process in selecting the preferred candidate.
- 14.5. In accordance with the CSSC Constitution, any such appointment, non-appointment, re-appointment or revocation of an appointment may not be appealed, except where the Rules & Regulations have not been followed.

## **C. DISCIPLINE AND APPEALS RULES AND REGULATIONS**

### **15. DISCIPLINE**

- 15.1. Discipline is rendered by the Clarkson Sheridan Soccer Club in accordance with the Ontario Soccer Association Published Rules on Discipline and Appeals. There are additional Club rules which are supplementary to the OSA Published Rules. In case of conflict the discrepancy will be resolved according to the OSA Published Rules.
- 15.2. Any Player or team official reported for Game Official Assault will be immediately suspended from all soccer activities, until the charge has been dealt with by the Peel Halton Soccer Association.
- 15.3. CSSC shall manage game-related misconduct by players and team officials under the Discipline By Review (DBR) process to the extent permitted by OSA Discipline Policies (OSA Policies, Section 9.0, Policy 7.0). It is the responsibility of the Discipline Review Chairperson to understand where the DBR system may be applied.
- 15.4. Any Game-Related Discipline which cannot be handled by DBR, and all Administrative Discipline, shall be handled under the Discipline by Hearing (DBH) process (OSA Policies, Section 9.0, Policy 8.0).
- 15.5. Discipline Rules and Regulations also apply to behavioural incident on the part of game officials, players, team officials, parents or spectators, including incidents involving improper behaviour by parents during or after a game, or the inappropriate behaviour of a Coach towards a Player or Players.
- 15.6. For any reported behavioural incident, a DBR Panel may review the particulars to determine whether a formal letter of warning should be issued or a Discipline Hearing is warranted.
- 15.7. **Discipline by Review (DBR)**

The Discipline Review Panel shall meet not less than once a month to review all misconduct reports received since its last meeting and shall discipline for the misconduct offences for which DBR may be used.

An individual subject to DBR has the right to request a hearing (DBH). Any party wishing to request a Hearing rather than accept a DBR decision must submit a written request within 3 days of having received the dismissal, together with a fee of \$50.00.

#### **15.8. Discipline by Hearing (DBH)**

A Discipline Hearing Panel shall meet as required to conduct hearings of misconduct offences requiring a hearing as specified by the OSA Published Rules.

The accused shall be given 15 days notice of the hearing, advised of the exact charges to be answered, provided with a copy of the report on which the charges were based and advised of his/her rights at such a hearing. This shall be done by the "Discipline Hearing Notice" form.

#### **15.9. Penalties**

- a) Misconduct in contravention of the Laws of the Game (Red Card) or any other Misconduct in contravention of OSA Published Rules.

The standard penalty applicable under OSA Discipline Policies shall be imposed after DBR or DBH.

- b) Misconduct involving contravention of the Rules and Regulations of the Club.

The DBH Panel will determine the appropriate disciplinary or corrective action applicable for contravention of the Rules and Regulations of the Club.

- c) Inappropriate Behaviour in contradiction of the Mission Statement of the Club, or the published Policies of the Club.

The DBH Panel will determine the appropriate remedial action and direct the applicable officer of the Club to implement this action. The action may be administrative in nature, or may require the censure of the accused, the explanation or clarification of a Club policy, or a recommendation to the Executive for the suspension or expulsion of a Member from the Club.

Any Member of the Club who, in the judgment of the Disciplinary Panel, persistently employs verbal abuse or inappropriate behaviour towards other Club Members may, after a hearing with the Executive, have their Membership, and the registration of any or all members of their family in the Club, revoked.

### **16. APPEALS**

#### **16.1. Appeal of Decisions of a Discipline by Review (DBR) Panel.**

Under OSA Discipline Policies, a DBR decision cannot be appealed.

16.2. Appeal of Decisions of a Discipline by Hearing (DBH) Panel.

All decisions of a DBH Panel may be appealed to PHSA as applicable under their procedures.

16.3. Appeal by Non-Registered Members of CSSC

Appeals by parents or spectators may be made to the Club Executive and must be made in writing to the Secretary of CSSC. The Executive shall review and confirm or revise the Decision at its next meeting.

16.4. Appeal Procedure

An Appeal hearing is based on a letter of appeal which must provide specific rationale for appealing the decision rendered by a Discipline Hearing Panel. The grounds for appeal may be:

- new facts that were not available when the discipline decision was made
- specific procedural errors alleged to have been made in arriving at the decision
- alleged incorrect interpretation of published rules
- alleged excessive fine, fee, bond or suspension

Lodging of an appeal does not affect the decision being appealed.

An appellant will lose an appeal if they fail to attend a properly scheduled appeal hearing.

16.5. Appeal Outcome

The Appeal Hearing Panel may:

- deny the appeal and the appeal fee shall be forfeit
- uphold the appeal and refer the matter back to the lower level to be reheard
- uphold the appeal and vary the term of the penalty imposed

All decisions shall be forwarded in writing to the parties involved within 30 days of the conclusion of the hearing. Decisions shall include the Rights of Appeal to the next higher governing body.