

# Springfield-South County Youth Club Lacrosse



## 2010 Program Guide

# **CONTACT INFORMATION**

## **Springfield-South County Youth Club (SYC)**

Web Site: [www.sycva.com](http://www.sycva.com)\*  
Telephone: 703-339-3796  
Lacrosse Hotline (after hours): 703-339-3796 ext. 211  
Address: 7075 Newington Road, Unit-G, Lorton, VA 22079

## **SYC Lacrosse**

Please see the “Contact Us” link on the Lacrosse home page of the SYC web site for contact information for the SYC Lacrosse Committee. The best sources of current information regarding the SYC Lacrosse Program are the Lacrosse web pages on the SYC web site.

# **SPRINGFIELD-SOUTH COUNTY YOUTH CLUB LACROSSE 2010 PROGRAM GUIDE**

## **1. PRIMARY CONSIDERATIONS**

The purpose of Springfield-South County Youth Club (“SYC”) Lacrosse is to provide fundamental instruction in the game of lacrosse in addition to providing for the physical, mental, and emotional development of each child that participates. This is accomplished through emphasis on sportsmanship, team play, self-discipline, maximum effort, integrity and maximum participation.

SYC Lacrosse is operated entirely by volunteers. Please give the Team Parents, Coaches, Lacrosse Committee Members, and other Volunteers the respect and gratitude they deserve for contributing their time and energy to your children’s lacrosse program. Additional volunteers are always welcome. Persons wishing to volunteer their time should contact any member of the Lacrosse Committee.

Lacrosse is a game that requires a great deal of running (boys and girls) and physical contact (boys). All players should consult their family physician before participating in the lacrosse program. Parents must notify the Head Coach if a player has a respiratory, cardiovascular or other physical condition that could be aggravated by participation in the lacrosse program. All parents must complete an Authorization for Emergency Medical Treatment, which is posted on the SYC Lacrosse web pages, before a player can participate in the lacrosse program.

## **2. COMPLIANCE WITH NVYLL RULES**

SYC Lacrosse participates in the Northern Virginia Youth Lacrosse League (“NVYLL”), and must comply with NVYLL rules. The NVYLL rules, as amended, shall take precedence in the event that the NVYLL rules conflict with the provisions of this Program Guide. A link to the NVYLL rules is posted on the SYC Lacrosse home page.

## **3. LACROSSE COMMITTEE**

The SYC Lacrosse Committee is composed of the Lacrosse Commissioner, the Equipment Directors, the Boys League Directors, the Girls League Directors, the Fundraising Directors, the Coaches Directors, Athletic Fields Directors, Player Recruiting Directors, Deputy Commissioners, and At-Large Members. An individual can hold only one seat on the Lacrosse Committee. In a Director’s absence, or if a Director’s seat is vacant, the duties of the Director may be fulfilled by any member or subcommittee of the Lacrosse Committee approved by the Lacrosse Committee.

### Responsibilities of the Lacrosse Committee

The Lacrosse Committee has the responsibility to effectuate the purpose of SYC Lacrosse. *See* Section 1. To effectuate this purpose, the Lacrosse Committee will work together cooperatively to carry out the duties of the Lacrosse Commissioner and Directors, as specified below. The Lacrosse Committee shall make recommendations to the SYC Board of Directors (“BOD”) that the Committee deems appropriate. All business of the Lacrosse Committee will be conducted by majority vote of the Committee. A quorum of five members must be present to conduct Lacrosse Committee votes.

The Commissioner and Directors may post information on the SYC Lacrosse web page, through broadcast e-mail messages, and any other means agreed upon by the Lacrosse Committee.

### Qualifications for Committee Membership

To be eligible for appointment to serve on the Lacrosse Committee, a person shall be involved in the SYC Lacrosse Program. To be eligible to serve on the Committee as the Commissioner, a person (a) shall have significant experience in the SYC Lacrosse Program, and (b) shall not be a coach or hold office in a local youth club other than SYC for Lacrosse. Committee Members are expected to assist in the administration of the lacrosse program's year-round activities, including off-season duties such as clinics, camps, fundraising, equipment management, and other SYC Lacrosse duties; and to attend at least 75% of monthly Lacrosse Committee meetings.

### Committee Selection and Removal Process

By majority vote, the Lacrosse Committee will recommend to the SYC BOD the appointment of a Lacrosse Commissioner. All other members of the Lacrosse Committee will be elected by majority vote of the Lacrosse Committee. By majority vote, the Lacrosse Committee may recommend to the SYC BOD the removal of the Lacrosse Commissioner for cause. By majority vote, the Lacrosse Committee may remove any other member of the Lacrosse Committee for cause. Cause for removal of a member of the Lacrosse Committee includes a demonstrated inability to carry out the responsibilities of the position effectively, misconduct, or any other reason deemed just by a majority of the Lacrosse Committee.

### Term of Service

All Committee Members will serve three years (or less if appointed to fill the remainder of an unexpired term). The terms of the current Directors, Deputies, and At-Large Members expire on July 1, 2010. The term of service for the Commissioner has no time limit. The Commissioner serves until resignation or removal occurs.

### Exceptional Volunteer Recognition

Per SYC Policies, all sports and other budgeted activities may have a budget line item entitled "Awards." Once the budget has been approved, the Commissioner can allocate up to \$100.00 per individual per season for the purchase/procurement of gift certificates or other non-monetary awards to recognize key volunteer Lacrosse personnel, who have volunteered at least 100 hours of time during the fiscal year towards the Lacrosse program beyond coaching. (Coaching is its own reward.) Key volunteer personnel can include Directors, Deputies, and/or other Committee Members (excluding the Commissioner).

#### **a. Lacrosse Commissioner**

The Lacrosse Commissioner is charged with the overall responsibility and authority to organize and operate a youth lacrosse program in accordance with the general policies of both SYC and the NVYLL. The Commissioner may appoint Deputy Commissioners to assist with these responsibilities. Specific duties of the Commissioner include the following:

- Overseeing Directors: The Commissioner will work with the Directors to ensure the lacrosse program is running in accordance with established policy and procedures. The Commissioner and Directors will work together to determine the work that needs to be accomplished and how it gets accomplished.
- Establishing a Tasks Calendar: Certain projects need to be completed annually for the program and deadlines should be set for each project. The Commissioner will work with the other Lacrosse Committee members to establish a timetable for completing the annual work of the Lacrosse Program.
- Acting as the SYC Lacrosse Representative on the NVYLL Board: The commissioner, or a member of the Lacrosse Committee designated by the Commissioner, attends the NVYLL monthly commissioner meetings and represents the club's interest in the formation of league policy and rules. A Girls League Director or other SYC Lacrosse representative in consultation with the Commissioner may act as the SYC Lacrosse representative on the Women's Council of the NVYLL. All information obtained at NVYLL meetings will be shared with the Lacrosse Committee, and Committee input on league policy and rules will be communicated by the Commissioner or acting SYC Lacrosse representative to NVYLL.
- Developing and Managing the Budget: The Commissioner in consultation with the other Lacrosse Committee members must draft an annual budget, and over the course of the year, balance actual expenses with actual income. The Lacrosse Committee must submit an annual lacrosse budget to the SYC BOD for approval no later than the SYC BOD November meeting.
- Ensures that SYC and NVYLL Rules and Policies are Met: The Commissioner will serve as the SYC Lacrosse Program's point of contact for the SYC BOD and Office Staff, and the NVYLL, and make sure that the Lacrosse Committee operates the program in accordance with the governing rules of the NVYLL and in accordance with the SYC constitution, by-laws and standing policies. All rules and policies should be communicated to the Lacrosse Committee by the Commissioner. Directors are free to communicate requests for assistance directly to the SYC Office Staff, provided they consult with the Lacrosse Commissioner.

#### **b. Equipment Directors**

Specific duties of the Equipment Directors include the following:

- New Equipment and Uniform Procurement: The Equipment Directors will work with the other Lacrosse Committee Members to determine new equipment and uniform needs, and to ensure that orders are placed early enough for the upcoming season (for the Spring season, the procurement process should begin in October so that orders can be placed in November).
- The Equipment Directors will serve as the point of contact for vendors and SYC's Procurement Specialist. All purchases with an estimated total cost of \$1,000 or more must be coordinated through the SYC Procurement Specialist and approved by the Commissioner. Either an Equipment Director or the Commissioner may submit the necessary SYC paperwork to initiate procurement.

- Equipment and Uniform Oversight: The Equipment Directors will work with the other Lacrosse Committee Members to store, inventory, maintain, issue, and collect equipment and uniforms, and to rent equipment.
- Equipment and uniform oversight responsibilities account for a large portion of the work of the SYC Lacrosse Program and the other Lacrosse Committee Members, Coaches, and Volunteers must assist with these responsibilities.

### **c. Girls and Boys League Directors**

Specific responsibilities of the Girls League Directors and the Boys League Directors include the following:

- Oversees Players: The League Directors will work with the Commissioner, Lacrosse Committee and Coaches to evaluate and assign players to specific teams. Team assignment procedures are set forth below. The League Directors will address player issues in consultation with the Coaches, Commissioner or Lacrosse Committee as needed.
- Oversees Parents: The League Directors will serve as the points of contact for parents, addressing their questions and problems in consultation with the Coaches, Commissioner or Lacrosse Committee as needed.
- Oversees Volunteers: Volunteers other than the Lacrosse Committee members and Coaches are needed to operate the Lacrosse Program. The League Directors will work with the Lacrosse Committee and Coaches to ensure that Volunteers are solicited and coordinated for the various projects of the Lacrosse Program.

### **d. Fundraising Directors**

The Fundraising Directors focus on developing the Lacrosse Program through fundraising, which enables SYC Lacrosse to maintain low player registration fees. The Fundraising Directors will work with the Lacrosse Committee to raise funds by, for example, coordinating a Lacrosse Sponsorship & Year Book program; Modell's "Team Week;" restaurant nights; and other fundraising activities.

- Sponsorship Program: Each SYC Lacrosse team is responsible for obtaining sponsors. Depending on the level of sponsorship, sponsors of SYC Lacrosse may receive an ad in the Lacrosse Year Book, a listing on the SYC Lacrosse website, a plaque to display at the sponsor's business, and promotional e-mails from SYC Lacrosse to SYC Lacrosse families. Additional details are in the sponsor forms posted on the SYC Lacrosse web page.
  - Each player on SYC Lacrosse teams that collectively raise at least \$2,750 in sponsorship funds will receive SYC Lacrosse jackets, embroidered with names and numbers; and SYC lacrosse T-Shirts and wrist bands.
  - Each player on SYC Lacrosse teams that collectively raise at least \$2,000 in sponsorship funds will receive SYC Lacrosse jackets, embroidered with names and numbers.
  - Each player on SYC Lacrosse teams that collectively raise at least \$1,000 in sponsorship funds will receive SYC Lacrosse T-Shirts.

- Each player on SYC Lacrosse teams that collectively raise at least \$500 in sponsorship funds will receive SYC Lacrosse wrist bands.
- Modell's Team Week: Modell's provides SYC Lacrosse families and friends a 10% discount off all purchases, and Modell's will donate 5% of all sales to SYC Lacrosse. Details will be posted on the SYC Lacrosse web page.
- Restaurant Nights: neighborhood restaurants may donate a portion of dinner checks to SYC Lacrosse on particular evenings. Details will be posted on the SYC Lacrosse web page.

#### **e. Coaches Directors**

The Coaches Directors will work with the Lacrosse Committee to solicit volunteers to coach, to determine placements with specific teams, and to make sure that training opportunities are provided to the Coaches. The Coaches Directors will serve as the points of contact for Coaches, addressing their questions and problems in consultation with the Commissioner or Lacrosse Committee as needed.

#### **f. Athletic Fields Directors**

The Athletic Field Directors will work with the Commissioner, Lacrosse Committee, Coaches, and other Volunteers to determine field requirements and to assign and prepare practice fields. Game field preparation and breakdown, field marshal responsibilities, ball person responsibilities, timekeeping, and other duties necessary for games will be performed by Volunteers, who should be coordinated by Head Coaches, Team Parents and the Athletic Field Directors.

#### **g. Player Recruiting Directors**

The Player Recruiting Directors will work with the Commissioner, Lacrosse Committee, Coaches, and other Volunteers to recruit players to participate in Spring and Fall SYC Lacrosse programs and other Summer, Fall and Winter lacrosse programs (such as programs offered by TripleEDGE Lacrosse) that are designed to develop players' lacrosse skills.

### **4. COACHES**

Other than the players themselves, the most important people in the program are the Coaches. They generally volunteer a minimum of eight hours per week for practices, games and program administration. They work directly with the players and interact with parents on a daily basis.

#### Coach Selection, Approval and Removal Process

All Head and Assistant Coaches must be approved by the Coaches Directors or Lacrosse Committee. Only Coaches approved by the Coaches Directors or Lacrosse Committee are permitted to coach SYC Lacrosse players during SYC Lacrosse practices, games, clinics, tournaments or other events. Head Coaches will nominate Assistant Coaches, who must then be approved by the Coaches Directors or Lacrosse Committee. Coaches will be reviewed annually, and suitability will be determined based on attitude, ability to provide the necessary leadership, knowledge of the game, and how well the Coach supports the objectives of the Lacrosse Committee. By majority vote of the Lacrosse Committee, a Coach may be removed for cause. Cause for removal of a Coach includes a demonstrated inability to

carry out the responsibilities of the position effectively, general misconduct, a specific violation of the coaches codes of conduct, or any other reason deemed just by a majority of the Lacrosse Committee.

All Head and Assistant Coaches must submit an on-line coach's application to SYC. SYC (through a third party) will use these applications to conduct background checks on all prospective lacrosse coaches. (For more information on the background check process and policy, please contact SYC at (703) 339-3796.) Individuals that fail to submit a coach's application may not coach SYC Lacrosse players during SYC Lacrosse practices, games, clinics, tournaments or other events. All Head and Assistant Coaches must agree and sign the SYC Lacrosse Coaches Code of Conduct.

With the exception of U7 coaches, all Head and Assistant Coaches must also submit an on-line coach's application to NVYLL, including completing the NVYLL Code of Conduct and register with NVYLL as required as part of SYC's membership in the NVYLL.

Our ability to field teams depends on having enough volunteers to coach them. Occasionally, we have to ask parents to help coach. Please consider coaching if asked. Plenty of free training, coaching manuals, coaches attire, and other resources are provided to all SYC Lacrosse coaches – and it is a great deal of fun!

### U.S. Lacrosse Membership and Coach's Certification

NVYLL rules require that all Head Coaches become U.S. Lacrosse members and complete the U.S. Lacrosse Level I On-Line Course of the Coaches Education Program, or an equivalent live U.S. Lacrosse coaches clinic. SYC Lacrosse also recommends that Assistant Coaches also become U.S. Lacrosse members and complete the U.S. Lacrosse Level I On-Line Course of the Coaches Education Program; and that both Head and Assistant Coaches complete the U.S. Lacrosse Level II On-Line Course of the Coaches Education Program. See the SYC Lacrosse web page for more information and to register. The costs of the Level I and Level II On-Line Courses, and becoming a member of U.S. Lacrosse in order to take the courses, will be paid by SYC Lacrosse for all SYC Lacrosse coaches. Please submit receipts (electronically if possible) to the Commissioner for reimbursement.

### Coach's Responsibilities

The purpose of SYC Lacrosse can only be realized through the involvement of Coaches whose primary interests are in the sportsmanship, teaching, and participation aspects of the program. Coaches must provide fundamental instruction and provide positive leadership in the areas of sportsmanship, team spirit, self-discipline and integrity. Coaches must adhere to the principles of the Positive Coaching Alliance ("PCA"), as set forth on the PCA web site, [www.positivecoach.org](http://www.positivecoach.org). The SYC Lacrosse web page has links to the PCA web site for Coaches and Parents.

Specific responsibilities for each Head and Assistant Coach includes the following:

- Provides positive leadership.
- Provides instruction in the fundamentals and rules of the sport.
- Provides physical conditioning of players.

- Provides maximum participation of players as defined in the section titled, “Participation.”
- Respects each player as an individual and ensures feedback is positive and any criticism is constructive and does not demean the player.
- Respects each volunteer as an individual and ensures feedback is positive and any criticism is constructive and does not demean the volunteer.
- Develops each player within the limits of his or her abilities.
- Provides for the safety of all players on the practice and game fields.
- Instills a winning spirit and the ability to gracefully accept both victory and defeat.
- Teaches teamwork and instills in players a personal sense of responsibility to the team.
- Encourages a spirit of cooperation with each player’s parents.
- Notifies parents and players of team schedules.
- Complies with the Lacrosse Committee’s policies and procedures, as set forth in this Program Guide and on the SYC Lacrosse web pages, and communicates the policy and procedures to parents and players.
- Assists in team equipment and uniform issuance and return.
- Ensures all property of SYC Lacrosse (equipment, uniforms, etc.) associated with his or her team is returned at the end of the season.
- Participates in training activities as directed by the Lacrosse Committee or Coaches Directors.
- Sets an example of good sportsmanship.
- Refrains from engaging in any activity during SYC Lacrosse events that may promote physical, mental or emotional harm, including for example the use of tobacco products, alcohol or inappropriate language.
- Ensures that team administration responsibilities are fulfilled.
- Selects at least one Team Parent to assist with above-listed and other team administration responsibilities.

## **5. TEAM ADMINISTRATION, TEAM PARENTS AND OTHER VOLUNTEERS**

The success of the Lacrosse Program entirely depends on the support of Volunteers. SYC’s Volunteer Fee Policy is set forth on the Lacrosse page of the SYC web site. To ensure that volunteers receive credit for volunteering, Head Coaches or Team Parents must submit SYC Lacrosse Volunteer Credit Reports to the League Director no later than one week following the final game of the season. The SYC

Lacrosse Volunteer Credit Reports are posted on the Lacrosse pages of the SYC web site.

The Team Parents will help the Coaches and other parents coordinate, for example, the administrative responsibilities of the Coaches, ball person responsibilities, home game responsibilities, score keeping and maintaining team statistics, team transportation (directions and carpooling), post-game snacks, “telephone trees” for scheduling changes, team parties, awards, fundraising, and information distribution. Team Parents are very important members of the team because they enable Coaches to focus their time, energy, and talents on teaching the players.

### Team Parent’s Responsibilities

The purpose of SYC Lacrosse can only be realized through the involvement of Team Parents who provide positive leadership in the areas of sportsmanship, team spirit, self-discipline and integrity. Specific responsibilities for each Team Parent includes the following:

- Provides positive leadership.
- Respects each volunteer as an individual and ensures feedback is positive and any criticism is constructive and does not demean the volunteer.
- Teaches teamwork and instills in players and volunteers a personal sense of responsibility to the team.
- Encourages a spirit of cooperation with each player’s parents and the Lacrosse Committee.
- Encourages a spirit of cooperation with each player’s parents and the coaches of the team.
- Notifies parents and players of team schedules.
- Complies with the Lacrosse Committee’s policies and procedures, as set forth in this Program Guide and on the SYC Lacrosse web pages, and communicates the policy and procedures to parents and players in a positive manner.
- Assists in team equipment and uniform issuance and return.
- Ensures all property of SYC Lacrosse (equipment, uniforms, etc.) associated with his or her team is returned at the end of the season.
- Sets an example of good sportsmanship.
- Refrains from engaging in any activity during SYC Lacrosse events that may promote physical, mental or emotional harm, including for example the use of tobacco products, alcohol or inappropriate language.
- Ensures that team administration responsibilities are fulfilled.

## Ball Person Responsibilities

Per NVYLL rules, at every game one Volunteer from each team must serve as a Ball Person. Ball Persons help return balls that have left the playing field to the area 5 yards beyond the end lines.

## Home Game Responsibilities

Approximately half of the scheduled games for each team are home games. Per NVYLL rules, the volunteer activities listed below are required functions of the home team. **The Head Coach and Team Parent in consultation with the Athletic Fields Directors must coordinate with other parents to ensure the following duties are covered for each of their home games:**

Game Field Preparation: Home game fields, if natural grass fields, must be completely lined generally no earlier than two days before and no later than one hour before the opening face-off of the first game. On game day and by no later than one hour before the opening face-off of the first game, goals must be set on the fields and nets must be strung, cones must be set up, and the scorers table and canopy must be set up. Each team with a home game on a given weekend must supply at least one parent volunteer to assist with game field lining if applicable. The team with the first home game on a given day must supply at least three Volunteers to assist with game day field preparation.

Game Field Breakdown: After the last home game of the day, nets generally must be taken off the goals, goals must be taken off the fields, and cones, scorers table, and canopy and any other field equipment must be taken down and put away. The team with the last home game on a given day must supply at least three Volunteers to assist with game field breakdown.

Field Marshal: At each home game, a Parent Volunteer must serve as a Field Marshal. Field Marshals serve as Field Commissioners, as defined in the NVYLL Rules, and Sideline Managers, as defined in the U.S. Lacrosse Youth Council Rules. Field Marshals shall be responsible for (1) enforcing the rules, regulations and bylaws of NVYLL; and (2) maintaining orderly conduct (*i.e.*, good sportsmanship) of all participants, coaches and fans. The Codes of Conduct for players, coaching staff and spectators and a link to the NVYLL rules are posted on the SYC Lacrosse web pages. U.S. Lacrosse Youth Council Rules will also be provided at home games.

Game Timekeeper: At each home game, a Volunteer should serve as a Game Timekeeper. Game officials may also keep game time.

Penalty Timekeeper: At each home game, a Volunteer must serve as a Penalty Timekeeper. He or she will time penalties and release players from the penalty area after time has been served.

To assist Team Parents in coordinating Volunteer duties, a Team Parent Volunteer Form for SYC Lacrosse Games is posted on the SYC Lacrosse web pages. The Head Coach or Team Parent must submit the Team Parent Volunteer Form by electronic mail to the Athletic Fields Directors at least two days before every game.

## Administrative Responsibilities Generally

Volunteers from each team must also assist with administration of the Lacrosse Sponsorship and Yearbook Program during the season. At the end of the season, Volunteers from each team must also

assist with equipment return. Volunteers may be asked by Lacrosse Committee members to assist with other administrative tasks related to the Lacrosse program. SYC runs a growing lacrosse program, which depends on adult volunteers. Accordingly, teams that fail to substantially fulfill their administrative responsibilities may be subject to sanctions as determined by the Lacrosse Committee, including exclusion from playoffs, tournaments, or other activities sanctioned by SYC Lacrosse.

### Fundraising

Fundraising keeps registration costs down. Head Coaches and Team Parents should coordinate parents' participation in obtaining sponsors for the Lacrosse Year Book; Modell's "Team Week;" restaurant nights; and other fundraising activities.

## **6. EQUIPMENT**

Boys: SYC Lacrosse provides boys game uniforms, helmets, shoulder pads, arm pads, gloves, and goalie equipment and goalie sticks. Boys must provide their own lacrosse sticks (except goalies), mouthpieces, soccer or football shoes, athletic supporters, and protective cups. If desired, boys may wear their own rib pads. Players will receive SYC Lacrosse reversible practice vests (or "pennies"), which the players keep.

Girls: SYC Lacrosse provides girls game uniforms and goalie equipment and goalie sticks. Girls must provide their own lacrosse sticks (except goalies), mouthpieces, soccer shoes, and per league rules, their own protective eyewear (goggles). Players will receive SYC Lacrosse reversible practice vests (or "pennies"), which the players keep.

Boys in U9-U15 Divisions must wear full equipment. The U7 Division is a coed, non-contact division. Thus, Boys in the U7 Division must only wear a helmet and gloves, which will be provided by SYC Lacrosse. Girls must provide and wear their own protective eyewear (goggles), which they will be able to use for several years.

Subject to available stock, lacrosse sticks (boys and girls), goggles (girls), and other lacrosse gear may be purchased from SYC Lacrosse at discounted prices. See the SYC Lacrosse web pages for details.

Cleaning lacrosse equipment: To keep equipment from getting too musty, parents should clean it once every 2-3 weeks of use. **Prior to returning it to SYC Lacrosse, all equipment MUST be cleaned** as set forth below:

- Shoulder pads, arm pads, gloves and goalie pads - machine wash, cold water, on the delicate cycle, and then drip dry for at least 48 hours or tumble dry on low heat. Do not store equipment in bags when not in use – let it breathe!
- Helmets - completely remove any tape or stickers that were placed on the helmet after it was issued, and wipe clean inside and out with a wet cloth and mild detergent.

### Equipment Notices

Handling individual equipment issues for players that fail to attend the club's scheduled equipment sessions creates the most work for our volunteers. Accordingly, the Lacrosse Committee has been forced to create incentives in the form of late fees and "holds" to encourage players to pick up or return

gear on time. We hope that these steps will enable the Committee and our other volunteers to focus more time and energy on programs that directly enhance player development, rather than spending precious volunteer time on equipment issues.

- All helmets and goggles worn by SYC Lacrosse players must meet National Operating Committee on Standards for Athletic Equipment (“NOCSAE”) standards and must comply with the SYC Lacrosse color scheme.
- Equipment and uniforms will be issued and returned at the SYC Warehouse, 7075 Newington Road, Unit-G Lorton, VA 22079.
- Equipment and uniform issue and return dates and times will be posted on the SYC Lacrosse web page.
- Each player’s parent or legal guardian must complete an Equipment Issue Agreement to obtain SYC Lacrosse equipment for the Spring season, or the Fall In-House Season; or an Equipment Rental Agreement to obtain equipment for lacrosse activities not offered by SYC.
- SYC Lacrosse team uniforms may be worn **only** during SYC Lacrosse games, except when Head Coaches or League Directors grant permission to wear them for special events. Game jerseys, shorts, or kilts may **NOT** be worn for practice sessions.
- Players that fail to attend equipment or uniform issue dates, and need to make individual arrangements to obtain equipment or uniforms, must pay a \$25 administrative fee.
- Families that fail to return equipment and uniforms to the SYC Warehouse by posted deadlines must pay late fees. Subject to a \$200 maximum, late fees of \$25 will be assessed on a **monthly basis**, starting from return deadlines and continuing until a family clears all issues with outstanding equipment or uniforms.
- Players that fail to clean equipment or the uniform before returning it must pay a \$25 cleaning fee.
- Equipment and uniforms should not be returned to the SYC Warehouse during normal office hours. To help us maintain accurate records, equipment and uniforms should be returned during scheduled equipment sessions, or for late returns, to the Commissioner or Equipment Directors.
- A \$200 “hold” will be required to receive boys equipment and uniforms. A \$75 “hold” will be required to receive girls uniforms. A player’s family must provide a check or cash (no credit cards may be taken) for holds. The check will not be cashed **unless** the player fails to return equipment or uniforms during an equipment return date at the end of the season. If the player misses the equipment return dates, the hold will be applied towards any fees owed, and any remainder will be refunded when the equipment or uniform is returned.
- The player’s family must accept responsibility for any missing equipment or uniform, or any damage to the equipment or uniform beyond normal wear and tear, by reimbursing SYC Lacrosse according to the costs established on the equipment agreements.
- If a player fails to return the equipment or uniform, all members of his or her family will be prohibited from registering for any Springfield-South County Youth Club sport activity until the equipment and uniform are returned, or paid for by the family.

- Players may rent equipment during the off-season for Summer, Fall and Winter leagues, camps and clinics. The fee is \$25 per rental period. SYC offers the lowest rental fees available in our area because participation in off-season programs benefits our teams in the Spring. Return dates will not be adjusted to accommodate Summer, Fall, or Winter program schedules offered by groups other than SYC. These groups do not consult SYC when setting their schedules and do not offset SYC's equipment costs. It is the families' obligation to make sure that their rental periods permit them to complete off-season programs.

## **7. SYC LACROSSE REGISTRATION FEES**

Registration fees will be posted on the SYC Lacrosse web pages. Families should register early to take advantage of early registration discounts.

Space on teams in the NVYLL/travel league is subject to space availability. Space is always available in the house league, when offered.

*Family discount:* Families registering more than one child will receive a **\$20 discount** for each additional child.

SYC's Refund Policy is posted on the SYC web site. In general and subject to change by SYC as posted on the SYC website, the new member, returning member and non-volunteer fees are non-refundable. Upon written request via US mail or email, participants will receive a full refund of the activity fee(s) if the request is made prior to the close of online registration. Upon written request via US mail or email, 50% of the activity fee will be refunded during try-outs, drafts, pre-season clinics or uniform distribution. No refunds will be issued after the official draft and team assignment.

Please see the SYC web site for information on need-based scholarships – we want to offer every child an opportunity to play lacrosse.

## **8. TRAVEL LEAGUE (NVYLL)**

For the Spring 2010 season, NVYLL aligns Divisions according to players' ages, as follows:

Senior - U15: (a) the player has not attained 15 years of age as of December 31, 2009 (the player was born in 1995 or 1996); and (b) the player has not participated in any high-school lacrosse program as a member of a high-school freshmen, junior varsity, or varsity team. Ninth graders that satisfy these requirements are permitted to play in this division.

Junior - U13: the player has not attained 13 years of age as of December 31, 2009 (the player was born in 1997 or 1998).

Lightning - U11: the player has not attained 11 years of age as of December 31, 2009 (the player was born in 1999 or 2000).

Bantam - U9: the player has not attained 9 years of age as of December 31, 2009 (the player was born in 2001 or 2002).

Players on travel (NVYLL) teams must play within their age divisions as defined above; they may **not** play in lower or higher age divisions. Per NVYLL Rules, parents must provide proof of age for players, which is limited to a copy of a birth certificate, DMV youth identification card, passport, or military dependent ID. Each player must provide proof of age to their Team Parent or Head Coach before rosters are submitted to NVYLL. Players will not be permitted to play in an NVYLL game until they provide proof of age.

Teams within Divisions will be further organized into A (advanced), B (intermediate), and C (beginner) levels per NVYLL rules and policies.

### A Team Tryouts and Responsibilities

Players can try out for A Level teams during evaluation periods (addressed below). A higher level of commitment is expected of A Level players than B or C players. A Level players are expected to attend all practices, games and other scheduled activities of the A team a priority over **all other** extra-curricular activities (e.g., band, choir, scouts, plays, other sports, etc.). A Level players should expect to practice more frequently and longer than players at the B and C Levels, and A Level players should practice individual stick skills, and/or exercise on their own on days that they do not have scheduled games or practices. A Level team players and families must recognize that the value of attending practices (generally 4-6 hours per week) exceeds the value of attending games (one hour per week). By trying out for A Level teams, a player and his or her parents agree to these expectations. See also Section 12, Participation.

## **9. HOUSE LEAGUE**

SYC may offer a House Lacrosse League in the Spring and Fall, a purely developmental, noncompetitive league, which will reduce travel for younger players and their families.

### Spring

Coed Non-Contact – U7 Players: the player has not attained 7 years of age as of December 31, 2009 (the player was born in 2003 or 2004).

### Fall

Travel Teams – for boys and girls that have played organized lacrosse for at least one Spring season, teams may be formed to play in game-only leagues (e.g., TripleEDGE Lacrosse) and tournaments. These teams may also be offered practices, subject to availability of coaches and fields. This will enable players to maintain lacrosse skills but play other team sports in the Fall.

House Teams – subject to availability of coaches and fields, for U7-U15 boys and girls that are new to the game, groups may be formed based on age and/or weight. Generally these teams will be offered only in the fall. To enable players to safely develop lacrosse skills, body checking will be prohibited.

## 10. TEAM ASSIGNMENT

Evaluations: Player tryouts and evaluations for U9-U15 travel players will be held before the commencement of team practices. Times and locations will be posted on the SYC Lacrosse web page. Tryouts and evaluations will be scheduled no earlier than January 1 for the Spring season.

- Players must wear equipment during tryouts and evaluations, as specified in the section titled, “Equipment.” Players should strive to attend all scheduled evaluation sessions to enable Coaches and League Directors to determine appropriate team assignments. Failure to attend the tryouts and evaluations may result in a player being placed in a lower skill division within their age group.
  - Coaches for each Division will conduct evaluations of all players in the age group. Coaches may not hold separate evaluation sessions before or after evaluation periods scheduled by the Lacrosse Committee. The tryouts and evaluations will be organized and held at the direction of the Age Group Evaluation Coordinator who will organize tryouts and evaluations with the Coaches Directors.
- Only Coaches will be permitted on the fields with players during player tryouts and evaluations.

Drafts: Per NVYLL rules, teams in each Division will be formed by a draft, as follows:

- Based on players’ skills and other qualities, and the number of players, the League Directors in consultation with Head Coaches, the Commissioner and the Coaches Directors, and in accordance with NVYLL rules, will determine the number of A, B or C Level teams per each Division, and assign specific Coaches to each team.
- When drafting players, in addition to tryouts and evaluations Coaches may consider their observations of players during off-season lacrosse activities (i.e., the time and energy players put in during off-season lacrosse camps, leagues, clinics, etc.), and during games (where they may observe exceptional leadership skills, unselfishness, tenacity, sportsmanship, etc.). These observations can supplement observations of the players’ performance during tryouts and evaluations. All drafting decisions will be made in the best interests of individual players and their collective teams. If conflicts between player and team interests emerge, the team’s interest generally takes priority – we must serve the best interests of as many SYC Lacrosse families as possible.
- A Team Head Coaches draft players first, followed by B Team Head Coaches, followed by C team Head Coaches. Each team must have at least 16 and no more than 24 players, unless a waiver is obtained from NVYLL.
- If more than one team can be placed at the A, B or C Level of a Division, Head Coaches of the Level will rotate draft picks in an equitable manner. If there are multiple teams in a specific Level (i.e., A, B or C teams) within a Division (i.e., U15, U13, U11, and U9 divisions), the teams must have an equal number of players, plus or minus two players.
- Drafts will be presided over by the League Directors, or his or her designated representative, who in consultation with the Lacrosse Committee, may establish rules of the draft that are

consistent with this Program Guide and NVYLL rules. The Commissioner must certify to NVYLL that multiple teams in a given Level within a Division were formed by a draft.

Roster Submission: Following drafts, Team Parents or Head Coaches will prepare and submit NVYLL Team Rosters to the League Directors. Head Coaches must submit rosters to League Directors no later than 3 days before they are due to the NVYLL. Rosters must be submitted by electronic mail on the NVYLL Team Roster form, posted on the SYC Lacrosse web page.

All team rosters must be submitted to NVYLL by February 15. No changes can be made to team rosters, except as may be permitted by the NVYLL to add players that register for SYC Lacrosse after player tryouts, evaluations or drafts.

Important Notice Regarding Rosters: Per NVYLL rules, SYC Lacrosse Head Coaches must exchange rosters with Head Coaches of opposing teams before the opening face-off of every game. The NVYLL Exchange Roster is posted on the SYC Lacrosse web pages. Head Coaches must also have NVYLL Team Rosters available at every game, which must be shown to opposing coaches upon request. Failure to exchange NVYLL Exchange Rosters or submit NVYLL Team Rosters upon request will result in a forfeiture per NVYLL rules.

#### Notice of Team Assignment

Coaches will notify players' families of team placement by electronic mail and/or telephone within 48 hours of the conclusion of the drafts.

House League: Players in the House League will be assigned to teams based on their elementary schools, age and other equitable considerations designed to create evenly matched teams within House Divisions. Coaches will notify players' families of team placement by electronic mail and/or telephone by a date specified by the League Directors. If there are an insufficient number of players in the House League to form at least three discrete teams, all the players in an age division will practice together and play against each other on "pickup" teams formed for each game.

## **11. PRACTICES**

Success in developing both individual skills and team cohesion depends on regular attendance at practices by all members of the team. When a player fails to attend practice, it not only affects the player, but also his or her teammates and the team as a whole.

The Athletic Fields Directors in consultation with Commissioner, Head Coaches and the Coaches Directors will establish practice schedules in accordance with field availability. Coaches will notify players' families of practice schedules by electronic mail and/or telephone as soon as possible.<sup>1</sup>

- In accordance with NVYLL rules, travel team practices shall not exceed 120 minutes. House team practices may not exceed 90 minutes.

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<sup>1</sup> Per NVYLL rules, practices will be scheduled no earlier than February 15. "This rule applies to any organized team events only. League and Club wide instruction such as skill sessions, clinics drills, group physical training, individual activity, such as conditioning for the first day of team practice is allowed. These types of activities shall be announced and made available to all participants. No physical contact will be allowed for any player during their first three days of practice." NVYLL Rule 1.4.1.

- In accordance with NVYLL rules, before the season begins, teams may practice 4 times per week, except for Division U9 teams, which may practice 3 times per week. After the season begins, teams may practice 3 times per week, except for Division U9 teams, which may practice 2 times per week. House teams may practice 2 times per week before the season begins and once per week after the season begins.

## **12. PARTICIPATION**

Players who regularly attend practices, display a positive attitude, and expend full efforts, regardless of talent or physical ability, will participate in games and scrimmages. Per NVYLL and SYC Lacrosse rules, each team member on B or C Level and U9 or U7 Division teams will play at least 50% of each game, provided there are 20 or less players on the team. If these teams have more than 20 players on a team, playing time will be distributed as equitably as possible under the circumstances with each player getting at least 35% of the game. Players on A Level teams will play at least 25% of each game. As set forth below, playing time during games will be adjusted downward if a player fails to attend practices in the week preceding the game or to participate fully.

Most of the learning process occurs during practices each week and not during games. Per NVYLL rules, and to enable Coaches to better manage their teams, Coaches may make exceptions to the participation rule if a Coach determines that a player is not giving his or her best efforts to the team, as demonstrated through:

- Excessive or unexcused tardiness or absences from practices or games
- Refusal to play assigned positions
- Refusal to participate in drills or exercises
- Displaying poor sportsmanship, attitude or behavior

If a Coach determines that a player is not giving his or her best efforts, the Coach shall discuss the matter with the player's parents, and may reduce the player's game time by 50%. (For an A Level player, the player may play 50% of a game quarter, and for all other players, the player may play one quarter.) For the players' safety, a Coach is not required to play a player who has not attended any practices during the week prior to the game. If a player is disrupting practices, his or her participation in practices may be limited. After obtaining approval from the Coaches Directors, the Coach should notify the player and his or her parents of limitations to a player's game or practice participation.

The House League is developmental and all players will play at least 50% of every game (if possible given team sizes), regardless of practice attendance. All players, however, should regularly attend practice sessions. Lacrosse is a team sport, and so it is important to develop the concepts of teamwork and team play at even the younger age levels.

## **13. CODES OF CONDUCT**

SYC Lacrosse considers good sportsmanship one of its highest priorities. All players, Coaches, parents and other persons must demonstrate good sportsmanship at all times during SYC Lacrosse activities. Persons failing to demonstrate good sportsmanship may be asked to leave an activity by a Coach, Team

Parent, Field Marshall or other SYC Lacrosse representative. It is in the best interests of all parents and players to politely police the behavior of their peers.

Players, Coaches and Spectators (including but not limited to parents and other family members of players) must agree to behave in accordance with the SYC Codes of Conduct, which are posted on the SYC web site.

- Players cannot participate in games until the Player and Spectator (or Parent) conduct forms have been signed and provided to their Team Parent or Head Coach. League Directors, Head Coaches and Team Parents will ensure that all conduct forms have been submitted for all players.
- A Coach cannot participate in player evaluations, season games or practices until the SYC and NVYLL Coaches conduct forms have been signed and provided to at least one of the Coaches Directors. Both Coaches conduct forms are posted on the SYC Lacrosse web pages. Assistant Coaches must provide conduct forms to the Head Coach or Team Parent, who must provide the forms to at least one of the Coaches Directors.

Disciplinary Procedures: Infractions of the Conduct Codes by a Player, Coach or Spectator will be adjudicated by the Lacrosse Committee, which has the authority to restrict participation in SYC Lacrosse activities. The Lacrosse Committee may also recommend to the SYC BOD that any or all members of a family be barred from participating in all SYC activities. Any person or family barred from participating in SYC Lacrosse will have the right to appeal to the SYC Board of Directors, per the SYC Complaint Procedures addressed below.

#### **14. POST-SEASON PLAY**

Playoffs: NVYLL will determine the teams that make playoffs based on win-loss record and will notify the Lacrosse Commissioner, who will notify the League Directors or Head Coaches of playoff teams, who will notify players and parents. *See* NVYLL Rules 1.5.15-1.5.17.

All-Star Games: If NVYLL holds All-Star Games, each Head Coach in consultation with the League Directors, and as needed with the Commissioner or Lacrosse Committee, will select 1 to 3 players per team to participate per NVYLL requirements. The Coaches Directors or League Directors in consultation as needed with the Commissioner or Lacrosse Committee will select Head Coaches to participate per NVYLL requirements.

#### **15. COMPLAINT PROCESS**

The purpose of this section is to provide guidance for individuals who wish to file a complaint related to the operations of SYC Lacrosse. This section is not intended to address issues related to the SYC Refund Policy, or the SYC Codes of Conduct for Coaches, Players and Spectators.

It is the philosophy of SYC Lacrosse that every effort should be made to address any complaints related to the program with the persons directly involved in the problem. This provides an opportunity for the complaint to be resolved by the people who are most likely to understand the complainant's concerns.

The goals during the complaint process are to respect all parties and their opinions, understand the problems, and develop a course of action to resolve the problems. An individual should communicate

his or her concerns as soon as possible after it is clear that he or she has a complaint. If a resolution cannot be reached by discussing the problem with the persons directly involved, the complainant may file a complaint in accordance with SYC's Complaint Procedures, which are posted on the SYC web site.

## **16. ANNUAL REVIEW OF LACROSSE PROGRAM GUIDE**

The Lacrosse Committee will develop, review and certify the Program Guide for approval annually by the SYC BOD.