



# Game Day Regulations

## Ontario Player Development League (OPDL)

Game Day Regulations for OPDL Licence Holders

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## Introduction

Welcome to the seventh season of the Ontario Player Development League, Ontario's standards-based youth soccer league.

As you know, OPDL is different from any other League in Ontario. OPDL represents an exciting new level of athlete development and match play in Ontario youth soccer. As such the league has different responsibilities and expectations, and in turn the Licence Holders can expect of the League. OPDL will operate differently from leagues you've experienced in the past, which means that procedures on game day are different in places or brand new.

To that end, this document will inform you of what you need to know when managing your OPDL team on game day. Please read it and follow the guidelines carefully each weekend when your team comes to compete. It will help ensure the best soccer experience possible for all.

## Glossary of Terms

'OPDL':	Ontario Player Development League
'LTPD':	Long Term Player Development
'Home Games':	A game or round of play hosted by the Licence Holder
'Central Venue':	A game or round of play hosted by Ontario Soccer
'Game day':	The day on which OPDL competition occurs
'OPDL game':	One fully completed game between two OPDL teams
'Game time':	The period of time from the blowing of the whistle by the referee to commence play to the blowing of the whistle to indicate full time
'OPDL team':	A team of at least 14 players participating in the OPDL of one age group and gender
'Team management':	The non-playing team of coaches, trainers and/or administrators who are in attendance and in the Technical Area on OPDL game day
'Playing kit':	Team uniform worn by players to play OPDL games
'Equipment':	All items used to supplement the field of play to facilitate the game to be played (e.g., goals, nets, corner flags, balls, scoreboards, etc.)
'Digital ID':	Identification issued by Ontario Soccer's & SportsEngine for the purposes of verifying a player's identity, club, registration & playing status

## Section I - Pre-Game

### OPDL Match Schedule & Central Venues

- a) The full schedule of matches can be found under the OPDL section at [www.theopdl.com/Games\\_Schedules.aspx](http://www.theopdl.com/Games_Schedules.aspx).
- b) Teams will play at designated central venues. This format enables OPDL Technical Staff to monitor the development of OPDL players throughout the season.
- c) OPDL is responsible for the booking and payment of all central venues, together with the provision of necessary field and game equipment (goals, corner flags, balls, etc.), either directly or through the venue providers.
- d) When hosting, the host Licence Holder is responsible for permitting, booking and payment of playing fields and helping the OPDL source local event management staff support for the dates they are hosting. The OPDL maintains responsibility for (and payment of) Match Officials, medical support, event support and game equipment (excluding field equipment such as goals, corner flags).
- e) All venues that are used for OPDL competition are inspected and approved by the OPDL. In selecting venues, the OPDL has taken into consideration playing surface requirements and quality, geographical location, availability of support infrastructure (such as change rooms, parking, etc.) and facility availability/access.

### Pre-Game Briefing

- a) Prior to the OPDL weekend, a report with specific information will be available on the OPDL League Management System ([theopdl.com](http://theopdl.com)). In this report, the following information will be included:
  - i. Confirmation of game venue, kick-off time, opposition and uniform colours
  - ii. The names of the Match Officials assigned to your game
  - iii. Name and contact details of the assigned OPDL Venue Coordinator
  - iv. Assignment of a specific match field
  - v. Details on parking assignment locations
  - vi. Details on changing room allocation
  - vii. Briefing on any advance weather warnings or other game time contingencies
  - viii. Any other prudent information relating to your OPDL game event that weekend
- b) Team Managers should check the briefing 3 days prior and again 24 hours before their OPDL round

### Game Day Presentation & Dress

- a) The OPDL strives to instil a culture of high performance in all participating personnel, which extends to dress, presentation and appearance. Teams must make every effort to present their players and team management as professionally as possible.
- b) During travel, teams should follow a consistent dress code (e.g. team tracksuits) appropriate for a youth soccer team and identifying their licence holders.

- c) Teams should ensure players are equipped with appropriate clothing if inclement weather is forecast.
- d) Team Officials must be dressed in attire that clearly identifies them and their management status, and shall not be the same colour as the jersey of either team playing. Full footwear is required at all times.
- e) Playing Kit Standards
  - i. All uniforms must be numbered, with no duplicate jersey numbers on the roster.
  - ii. Uniform numbers shall not be temporarily adhered to the uniform. No tape is permitted.
  - iii. Teams are to wear the uniform colour assigned by the OPDL and should ensure they refer to the League Management website in the days prior to their OPDL game.
  - iv. The current OPDL patch, as defined by Ontario Soccer must be displayed on the left sleeve of all uniforms. Where multiple OPDL patches exist, Ontario Soccer shall define which patch is to be used for Home and Away uniforms.
  - v. Team sponsors are permitted on team jerseys at the OPDL Licence Holder's discretion, in accordance with OPDL Sponsorship Guidelines.
  - vi. Undershirts must be the same colour as the main colour of the shirt sleeve or for a pattern/colour(s) it must exactly replicate(s) the shirt sleeve; under shorts/tights must be the same colour as the main colour of the shorts or the lowest part of the shorts.
  - vii. All other equipment must be as per FIFA Laws of the Game

## Section II – At Game Venue

### OPDL Venue Responsibilities

- a) Games hosted by the Licence Holder  
The host Licence Holder assumes lead responsibilities for the running of game day operations, with support from the OPDL. Specific host Licence Holder and OPDL responsibilities are outlined in the OPDL Hosting Guidelines document that is available to all OPDL Licence Holders. The document is available on the OPDL League Management website, as well as on the OPDL website, [www.opdl.ca/game-day-regulations](http://www.opdl.ca/game-day-regulations).
- b) Games hosted by Ontario Soccer  
The OPDL assumes full responsibility for the running of game day operations at central venues. This includes:
  - i. Booking and payment of central venues, including any ancillary costs such as floodlighting, score clock, PA system, etc.
  - ii. Provision of match balls
  - iii. Assignment and payment of all match officials
  - iv. Rostering and payment of medical staff, who will be in attendance at all OPDL matches
  - v. Rostering and payment of event support staff
  - vi. Provision of technical oversight and player monitoring

### OPDL Venue Coordinators

- a) For all of your OPDL matches, your team will be assisted onsite by an OPDL Venue Coordinator, who will be there to assist you, your team and your supporter base while onsite at a venue to play your game. This includes:
  - i. Assistance with change room and field directions at the venue
  - ii. Liaison with team needs during pre-game and warm-up
  - iii. Assistance to the player benches during game time
  - iv. Initial contact in the case of emergency or special incident
  - v. Assistance with team as required post-game
  - vi. Checking Player Registration via Photo Roster and Digital ID

### Venue Arrival

- a) Teams are required to be at the venue at least 45 minutes before game time. It is imperative that you are not late as a delayed kick-off impacts kick-off times for subsequent games.
- b) In the event that you are travelling as a team and are unavoidably late, please contact the OPDL Venue Coordinator as soon as this delayed arrival becomes apparent and maintain constant contact with them with regard to your expected time of arrival.
- c) On arrival at the game venue, contact your OPDL Venue Coordinator in-person and notify them of the arrival. The OPDL Venue Coordinator will advise you of information related to change room availability, drinking water sources, video area and warm up field at the venue. These may only be accessible to teams a maximum of 45 minutes prior to their scheduled game time.

- d) The OPDL Venue Coordinator will also identify key locations at the central venue for you such as concession sites and designated spectator areas.
- e) Please note that the following is not permitted at OPDL venues:
  - i. pets of any kind
  - i. excluding service animals
  - ii. alcohol or tobacco
  - iii. glass bottles or containers
  - iv. food (inside the field area)

## Game Day Countdown

See Appendix A for the outlined protocol that shall be observed at all OPDL Matches.

## Change Rooms

- a) Some venues come equipped with change rooms, allowing your team to change for match play at the venue, and shower and change after. Some venues have limited change rooms that may require your players to arrive at their games changed and ready for play, but with change room access after their game to shower and change. A few venues have no change rooms, requiring players to arrive at and leave the venues in their playing kit.
- b) The pre-game briefing on the OPDL league management website will indicate the availability of change rooms at the venue.
- c) When using change rooms, please ensure they are treated respectfully and left clean and undamaged. Please ensure valuable items are not left in change rooms, as neither the host organization, the OPDL, nor Ontario Soccer will take responsibility for loss or theft of belongings.

## Change Room Protocol

- a) Only registered Team Officials and players are permitted in the change room.
  - i. Unauthorized visitors are not allowed in the Change Room prior to, during, or after any sanctioned game.
  - ii. It is the responsibility of all team officials working a sanctioned game to ensure that a “professional” appearance and perception is maintained with regards to activities in the change room. Cameras and any other electronic devices capable of capturing images are prohibited in the change room.
  - iii. Cell phones that have camera capability are permitted for the purposes of telephone communications only and imaging is strictly prohibited.
- a) Any inappropriate behaviour in the change room must immediately be reported to a team official or someone in a position of trust, and may need to be followed up in writing to the Complaints Administrator of Ontario Soccer at [privacy@ontariosoccer.net](mailto:privacy@ontariosoccer.net). Further information can be located in accordance with the [Ontario Soccer Harassment Policy](#).
- b) It is essential to respect each other’s privacy. These guidelines are for the safety and protection of OPDL participants.
- c) Opposite genders must never use the change rooms at the same time without following the Change Room Protocol, regardless of age.



- d) Anyone found guilty of violating the Change Room Protocol will be subject to disciplinary action under The Ontario Soccer Operational Procedures.

## **Hydration & Concessions**

- a) All venues shall have access to hydration, which you will be directed to by the OPDL Venue Coordinator on arrival. Teams are responsible for bringing their own water bottles and filling/replenishing them prior to arrival at the venue.
- b) The availability of concessions varies at each venue. Options for the purchase of food and drink items will be informed of by the OPDL Venue Coordinator on your arrival at the central venue.
- c) Teams' support groups are permitted to bring food and non-alcoholic drinks with them for consumption at games outside the field area. All related litter must be disposed of in litter bins or taken away with you on vacating the venue.
- d) OPDL teams except those from licence holders hosting may not operate concession sales of any kind at OPDL events.

## **Designated Areas**

- a) Spectator Area
  - i. Spectators may watch the games in designated areas only. Most venues come equipped with spectator bleachers and/or seating of various capacities.
  - ii. Spectators are not permitted to be located on the side of the field that the technical areas are located and are not permitted to be in the technical areas at any time.
  - iii. If spectators have any queries at any time during their visit at an OPDL venue, they should be directed to the OPDL Venue Coordinator.
  - iv. Please refer to the Field Details for more information on venue capacities, washroom availability, entrance and exit protocols (if any), etc.
- b) Technical Director Area
  - i. An area will be designated for Technical Directors who are not replacing a Team Official at each venue. The OPDL Venue Coordinator will be able to direct the individual accordingly.
- c) Dismissed Player Area
  - i. An area in close proximity to the team bench will be designated for Dismissed Players at each venue. The OPDL Venue Coordinator will direct the individual to this area.

## **Team Sponsors & Banners**

- a) Support groups for OPDL teams may bring general, non-sponsor banners of support for their team at their discretion, on the grounds that they do not represent a threat to public safety when erected or waved, or are offensive in nature.
- b) If teams are planning to bring sponsor banners larger than 4' x 8', please advise the OPDL of the name of the sponsor to be placed on the banner at least two (2) weeks before its intended use. This is required as some venues require approval of non-resident sponsor names to be displayed as part of the rental agreements on their facilities.
- c) Team sponsors logos may be displayed on team playing kit and apparel at teams' discretion in accordance with OPDL Sponsorship Guidelines and must be pre-approved by the OPDL

- d) Use of the OPDL logo on banners and kit/apparel must be conducted in accordance with OPDL Brand & Logo Guidelines.

### **Pre-Game Warm Up**

- a) Each team shall be entitled to a concurrent warm-up period of twenty (20) minutes which shall end strictly five (5) minutes before kick-off.
- b) The warm-up zone will be indicated to you on your arrival by the OPDL Venue Coordinator and may be separate from the designated field of play.

### **Game Sheets & Player Reporting**

- a) Game sheets will be available on the OPDL League Management System (theopdl.com)
- b) Game sheets must be completed and four copies printed by each team, prior to the game
- c) No handwritten names or uniform numbers shall be added on printed copies of game sheets.
  - i. Uniform numbers shall only be manually added in situations such as a uniform being ruled unsafe by the Referee, due to the presence of blood, or a player playing in goal for part of the match may warrant this. In these cases, a Team Official shall consult with the OPDL Venue Coordinator and note the new uniform number, beside the printed number. The Venue Coordinator will initial beside the new number to signify approval.
  - ii. If a players or team official is listed incorrectly on the game sheet, his/her name shall be crossed from the game sheet.
- d) The game sheet should be completed appropriately, with a minimum of 14 and maximum of 20 eligible players for all age groups. A minimum of 2 (two), maximum of 5 (five), Team Officials shall be properly listed on the game sheet
  - i. Players on the developmental roster but not listed on the game sheet are not eligible to take part in the game or sit on the team bench.
- e) Each OPDL team shall have a minimum of fourteen (14) players and a maximum of twenty (20) players dressed in uniform, present and eligible to participate for all OPDL matches.
  - i. Players not participating in the match due to injury, are permitted to sit on the team bench provided they have been listed on the game sheet and have their player registration book/card. Injured players shall be indicated accordingly in the injured player column on the game sheet.
  - ii. Players not participating in the match shall not count towards the minimum requirement of 14 players for any OPDL match.
- f) Game sheets must be given to the OPDL Venue Coordinator at least 25 minutes before kick-off. Once submitted, no additions can be made to the Game Sheet.
- g) Team Officials must bring Ontario Soccer Player Registration Digital ID, including validated Team Roster Report, for all players listed on the game sheet to all OPDL games.
- h) Without an Ontario Soccer Player Registration Digital ID, a player is not eligible to take any part in an OPDL game.
- i) Without an Ontario Soccer Team Official Registration Digital ID, a Team Official is not permitted to take any part in an OPDL game and will not be permitted to sit on the team bench unless there is no other team official present to supervise.

- j) Teams failing to produce an Ontario Soccer Player Registration Digital ID for any player listed on the game sheet will be subject to disciplinary action. Furthermore, the player will not be permitted to participate in the match.
- k) Ontario Soccer Player SportsEngine Digital Identification are subject to inspection by the OPDL Venue Coordinator at every game. Twenty-five (25) prior to kick-off, the Player ID's must be presented to the OPDL Venue Coordinator for verification. Following inspection, player books/cards will be immediately returned to the Team Official(s).
- l) If a discrepancy in player eligibility is identified, it must be brought to the OPDL Venue Coordinator's attention immediately and the team may be subject to disciplinary action.
- m) Prior to the start of each game, Team Officials from both teams will have the opportunity to challenge a player's identification with the OPDL Venue Coordinator. Failure to do so will result in the team waiving the right, for that game, to protest any player identity.
- n) OPDL teams shall verify the accuracy of game sheets and obtain a signed copy from the Match Officials after the match.
  - i. Upon completion of the game, all game sheet copies must be signed by the team representative to acknowledge accuracy of the information. One copy will be returned to each team.
- o) On completion of the game, the substitution form must be returned to the OPDL Venue Coordinator.

### **Match Officials**

- a) A referee and two assistant referees shall be appointed to all OPDL games
  - Where a full crew cannot be sourced, a 1+1 or single referee system may be used
- b) Teams shall adhere to Match Officials requests at all times, including requests for game sheets, warm-up completion, game start and team bench vacation at game completion.
- c) OPDL Match Officials should be appropriately dressed in official referee uniform(s) and come prepared with flags, whistles and other means needed to officiate a game.
- d) All Match Officials shall report immediately to the OPDL Venue Coordinator upon arrival.
- e) OPDL Match Officials may be mentored, developed and evaluated at OPDL games. OPDL team feedback will be requested routinely after each game to assist with the evaluation of Match Officials. Commitment and cooperation in consistently returning honest and fair feedback on OPDL Match Officials is requested to ensure proper development outcomes.
- f) Mentors must not be approached by anyone other than the appointed Match Officials, regarding any decision before, during or after the game.

### **Match Delays & Forfeits**

- a) A match may be delayed for up to one hour before being deemed cancelled and duly forfeited. The declaration of a forfeited game is the sole decision of the OPDL, in consultation with the Match Officials.
  - i. A match is not to be abandoned until the first thirty (30) minute delay has elapsed.
- b) In the event of poor light, an unplayable field or insufficient player volume, the Referee may at his/her discretion terminate a game before the completion of the scheduled game length.
- c) In the event that a game cannot continue through full regulation play, the game shall count provided seventy-five percent (75%) of the game was completed.
  - i. Decision to reschedule any game is the responsibility of the OPDL.

- d) When a significant delay in a match start occurs, OPDL event staff will endeavour to inform team management for the teams of proceeding games as soon as possible.
- e) When match delays occur, proceeding games will still be afforded appropriate warm-up, game time and half time break as per usual, albeit with a delayed kick-off time.
- f) Repeated late arrival at games from a team, particularly where it causes the delayed start and finish of a game, is an offence that is assessed as part an OPDL Licence Holder's Annual Performance Review and may result in disciplinary action from the OPDL in line with the review process.
- g) Should a team fail to appear for a scheduled league match or not be able to complete a scheduled match, the Licence Holder shall incur a forfeit fee as per the "Operational Rules - Appendix B". A 1-0 win shall be awarded to the opposing team.
- h) In case of Lightning, the **Lightning Safety & Severe Weather Policy** [Appendix A] must be followed.

### **OPDL Technical Staff & Scouting Personnel**

- a) OPDL's Technical Staff, as well as Ontario Soccer Technical personnel will be in attendance at designated Central Venue events and random, but routine, Home & Away games. Their role is to monitor the incremental development of all OPDL players, in consultation with OPDL Licence Holder technical leadership. OPDL Technical Staff will be identifiable, dressed in appropriate Ontario Soccer/OPDL uniform.
- b) Ontario Soccer Technical Staff will also be in regular attendance at OPDL games to monitor the development of OPDL Match Officials and for coach development purposes.
- c) Ontario Soccer Scouts are present at OPDL games in an observatory capacity only and should not be approached at OPDL games by players' parents, coaches, or by the players themselves.
- d) From time-to-time, technical personnel from other soccer organizations (including the national team program) may also be in attendance at OPDL games with having received prior written approval from the OPDL.
- e) At older age groups, scouting personnel from prospective adult soccer establishments (including NCAA and U Sports schools) may attend games to scout players with having received prior written approval from the OPDL.

## SECTION III – IN-GAME

### Game Length & Half Time

- a) Game rules employed shall be those of FIFA Laws of the Game except instances noted in the OPDL Operational Rules and/or the OPDL Game Day Regulations.
- b) At U13 and U14 age groups, matches will be four periods of 20 minutes, with three (3) 5 minute intermissions. The intermission period commences when the referee blows for the end of the previous period.
  - i. Teams will switch sides at the end of the second period.
- c) At the U15 age group, matches will be two periods of 40 minutes, with one 10 minute intermission. The intermission period commences when the referee blows for the end of the previous period.
- d) For the U17 age group, matches will be two periods of 45 minutes, with one 10 minute intermission. The intermission period commences when the referee blows for the end of the previous period.
- e) The Match Official will indicate to teams when two minutes of intermission are remaining and players are expected to be on the field ready for play one minute before the end of the intermission.

### Game Time Management Team & Technical Area

- a) The following team officials must be present, on the team bench, at all OPDL games:
  - i. Team Head Coach
  - ii. Team Assistant Coach or Goalkeeper Coach
- b) In the event that a Head Coach is sick or unable to attend a game for unavoidable reasons, another National B level coach or higher may substitute in their place.
- c) At least one (1) member of the management team who is not the Head Coach should have first aid training, with the responsibility for managing the welfare of injured players (or other parties) that do not require direct ambulatory care following initial treatment by OPDL medical personnel at a game event.
- d) Teams are also encouraged to have in attendance where possible the following:
  - i. Goalkeeper coach
  - ii. Assistant Coach
  - iii. Team Manager
- e) The technical area shall be marked and shall not exceed 5 x 10 metres. The technical area extends forward up to a distance of no more than one (1) metre from the touch line. Management of the Technical Area is the responsibility of Match Officials.
- f) Only Team Officials and players registered with the team, and on the Gamesheet, may be permitted in the technical area.
- g) Team Officials must remain within the confines of the technical area except in special circumstances, e.g. entering the field of play, with the referee's permission, to assist in the assessment of an injured player.
- h) All players in the Technical Area must have Gatorade pinnies on that identify them as not being active players in the game.
- i) Only one person per team is authorised to convey tactical instructions to players at any one time, standing within the confines of the technical area during the match, and must return to his/her position after giving these instructions. Always acting in a responsible

manner. All players on the substitute's bench must remain properly seated on the bench at all times i.e., not on back of the bench or on the ground in the technical area.

- j) A player dismissed from the match may not continue to sit in the technical area. Dismissed players shall remain in a designated dismissed player area, properly identified by the OPDL Venue Coordinator.
- k) All Team Officials dismissed from the game are not permitted in the technical area and must vacate the vicinity of the field. Dismissed Team Officials are not permitted to continue issuing instructions from any other area at the venue.

## Game Recording

- a) OPDL technical staff may video record OPDL games for technical analysis purposes.
- b) Video recording of OPDL games is mandated by the OPDL and to be executed by the designated Home Team for each match. This footage will be used specifically for technical player and team analysis.
  - Ontario Soccer will communicate with affected Licence Holder Teams when the recording will be executed by Ontario Soccer staff at the Ontario Soccer Centre.
- c) Please notify the OPDL Venue Coordinator on arrival and they will direct you to the most appropriate location from which to record. Some venues have specified areas on raised ground, which are designed for match recording purposes. Others may have a designated area that the OPDL Venue Coordinator will be able to advise you of.
  - Only the Home Team, unless otherwise and previously agreed upon, can record the match as only one VEO (or other freestanding recording equipment can be used at a time)
- d) Recording equipment must be in a safe location on the technical side of the field and may not obstruct the view or movement of, or cause confusion for Match Officials or Players.
  - The responsibility of the safety and ensuing liability of the recording equipment is solely that of the club which owns the equipment
  - An OPDL team that decides to record a game is solely responsible for any cameras and associated video recording equipment and property and neither the venue nor the OPDL is responsible for this property's, or other's, damage, loss or theft.
- e) Equipment must be secured and owners must adhere to the manufacturers' instructions when securing the equipment for use. While outdoors, equipment must be secured in place and must not be left unsupervised. Outdoors, equipment must not be used in inclement weather. Indoor use is at the sole discretion of each facility. If permitted, equipment must be secured in place and positioned in a way not to pose a hazard to players, coaches, or spectators, and must not be left unsupervised.
- f) Equipment owners are responsible for adhering to all protocols for the use of videography equipment applicable to the facility or permitted field, whether Municipal or privately owned.

## Fair Playing Time

- a) The technical leadership at individual OPDL Licence Holders has the freedom to assign playing time to its players at their discretion.
- b) OPDL Licence Holders are required to implement a fair playing time policy. Furthermore, all substitutes on game day should play a minimum twenty (20) minutes in that game.

This is subject to the discretion of OPDL Licence Holder coaching staff, as it pertains to the health, safety and eligibility of the individual player.

## Substitutions

- a) A maximum of eight (8) field players and one (1) goalkeeper substitutions are permitted, during active play, per game and no more than 3 players may be changed during one substitution.
  - i. Substitution of an injured player counts as one of the allowed substitutions.
  - ii. If the substituted injured player then substitutes a player during the periods of play, it counts as one of the eight allowed substitutions.
  - iii. If a team has exhausted all eight substitutions and an injury occurs, the injured player cannot be substituted until the next intermission. If injury occurs during the last period of play, the team will play short until the end of the game.
  - iv. A single substitution, outside of the eight (8) allotted substitutions, is permitted for use in the event of a player being diagnosed with a concussion by OPDL Medical Staff on-site
    - i. If a player is suspected to have sustained a head injury, a temporary substitution is provided to the the team while the player is being assessed by OPDL Medical Staff for potential concussion
      - 1. If the player being assessed is cleared by OPDL Medical Staff to continue to play in the match, the player must re-enter the field of play for the substitution not to count
- b) A substitute player may not enter the field of play until the Substitution form has been signed by the OPDL Venue Coordinator, and has been instructed by a Match Official that he/she may enter the field.
- c) Teams must keep substitution forms during the game. Form must be inspected by the OPDL Venue Coordinator upon request for substitution. Substitutions will not be permitted without substitution cards. This applies to intermission substitutions as well.
- d) Unlimited substitutions are permitted at intermissions, which do not apply to the players that are able to be substituted during game time.
- e) Substitutes entering the game during intermissions are required to enter from half upon receiving permission from the Match Official.
- f) Substitutions can be made at any game stoppage, including "water breaks".

## Water Break Protocol

- a) Upon consultation with the Match Officials by a Head Coach, the Referee will allow a "water break" in accordance with the following:
  - i. Water breaks are to be implemented when temperatures are at or expected to reach 30° Celsius.
  - ii. The decision in regards to a water break shall be made before the start of the match and communicated to both Head Coaches.
  - iii. The "water break" should be at a normal stoppage as close to the midpoint of the period as possible.
  - iv. All players shall remain on the field.
  - v. The stoppage should be no longer than 60 seconds.

## Misconducts

- a) For U13 divisions only, a player who has been sent off may be replaced by one of the named substitutes listed on the game sheet.
- b) All misconducts will be reviewed in accordance with Ontario Soccer Operational Procedures.

## Sideline Conduct

- a) Appropriate behaviour and conduct of all spectators and personnel watching the game is imperative to provide an environment conducive for players to learn and grow.
- b) All personnel must strictly follow the OPDL Operational Rules. OPDL Licence Holders are directly responsible for the conduct of all personnel associated with their teams, including players' parents and supporter groups.
- c) It is the responsibility of all OPDL Licence Holders to ensure all personnel associated with their teams are advised of the OPDL Operational Rules and agree to abide by it.
- d) If there are instances of breach of OPDL Operational Rules by a member of an OPDL Licence Holder's technical or supporter group, the Licence Holder is expected to use whatever means it has at its disposal to duly neutralize the breach and if necessary impose appropriate disciplinary measures on the offending party.
  - If requested by the Match Official, due to spectator poor conduct or behaviour, Team Officials must ensure spectators leave the vicinity of the field
- e) Repeated breach of OPDL Operational Rules by an OPDL Licence Holder's teams will be taken into consideration in the Licence Holder's annual Performance Review and may result in disciplinary action from the OPDL measures in line with the review process.

## Medical Services & Game Time Player Treatment/Injury

- a) A medical representative will be in attendance for all OPDL games and will be responsible for assessment and management of game time injuries.
- b) The medical representative will be the chief liaison agent in relation to Emergency Response Management protocol.
- c) OPDL medical representatives' responsibilities do not extend beyond game time injury management. However, injury reports will be issued on request to the parents or Head Coach of the team of an injured player, if appropriate waivers have been signed.
- d) OPDL will be providing centralized sports medicine advice and League-wide assistance with injury prevention and injury management measures as a support service to OPDL Licence Holders.
- e) "Treatment and Health Care Informed Consent Form" for all players listed on the game sheet, along with any relevant medical information, must be available at the venue on game day and are subject to inspection by the Medical Staff. Failing to comply can result in disciplinary action under the OPDL Disciplinary Code.
- f) Failure to comply with OPDL Medical Guidelines will result in disciplinary action.
- g) When a SIRC (Sports Injury Rehabilitation Centre) Medical Personnel has identified that the athlete should not return to play, an indication on the player intake form, under the Return to Play section will be made. In such case, athlete must not take any further part in the game and will be deemed ineligible to play.



## SECTION IV – POST GAME

### Following Final Whistle

- a) On completion of the game, as indicated by the referee's final whistle, players should vacate the field of play as soon as possible to allow preparation for the proceeding game. No spectators should come onto the field of play at any time after a game has been completed.
- b) Team Officials must identify top performers of their opponents, up to a maximum of 3 players. This process seeks to include Team Officials in the identification process of talented players. The substitution sheet offers a space for Team Officials to designate these top performers.
- c) Team benches and technical areas should be cleared as soon as possible after final whistle, to allow for preparation for the proceeding match participants. All belongings must be taken by departing teams. Team benches and technical areas must be left clean and free of litter. Failure to comply can result in disciplinary action, in accordance with OPDL Operational Rules, Appendix B.
- d) If change rooms are available, teams may return to their change room to shower and change. Match debriefs should be held in team change rooms if they are available.
- e) In the event of no change room availability, team debriefs should be in a location away from the area of the field of play. The OPDL Venue Coordinator will help identify any such location on request.

### Completing Game Sheets

- a) Game sheets are completed by the Match Official, with the following information recorded:
  - i. Goals (goal scorers with times)
  - ii. Substitutions (players in and out with times)
  - iii. Misconducts (with codes and times)
- b) One Team Official from each of the teams must verify the game statistics and sign the match report on site. Game sheets should be signed before leaving the field of play.
- c) Game Sheets for U13 divisions returned to teams will not indicate any goals or goal scorers
- d) Game sheets and substitution forms are filed directly with the OPDL by the OPDL Venue Coordinator, with copies given to both participating teams before they leave after the game.

### Game Protests

- a) Each protest arising from a game in the competition shall be sent to Ontario Soccer within 48 hours of completion of the match. The protesting Licence Holder shall advise Ontario Soccer by e-mail ([opdlcasemanager@ontariosoccer.net](mailto:opdlcasemanager@ontariosoccer.net)) of any such protest.
- b) The written protest shall include the following information:
  - i. Name of protesting Licence Holder
  - ii. Date of game
  - iii. Game number
  - iv. Division
  - v. Name of Licence Holder's team
  - vi. Name of opposing team
  - vii. Rule(s) which were violated

- viii. Additional information to support protest
- ix. Name and position (within Licence Holder club) of person advising Ontario Soccer
- c) Accompanying the protest, a protest fee in the amount of \$500.00 (five hundred dollars) must be received within five (5) days after the receipt of the protest
- d) In cases of disputed delivery, it is the responsibility of the protesting Licence Holder to prove which date the protest was received at Ontario Soccer.
- e) The protesting Licence Holder must provide evidence to substantiate the protest.
- f) If the preceding terms are not met, the protest shall be declared to be out of order.
- g) Upon receiving notification of the protest (in accordance with these terms) the Ontario Soccer staff shall notify the opposing Licence Holder about the nature of the protest.
- h) Upon receiving the written protest, (in accordance with these terms), the Ontario Soccer Staff shall provide the opposing team's club with a copy of the Protest.
- i) Protests shall be dealt with by the OPDL Discipline Committee.
- j) Rule Contravention Without Protest - Notwithstanding the above rule, Ontario Soccer may:
  - i. Reverse a game result of a team; For that team's contravention of a competition rule(s), even if a protest has not been lodged correctly, or lodged at all. Licence Holders will be notified of non-compliance within a week following the report of the incident to Ontario Soccer.
- Ontario Soccer may also:
  - ii. Fine a team
  - iii. Take any other disciplinary action deemed appropriate

## **Protest Review Process**

- a) After the protest is received, the hearing will be scheduled in accordance with the Ontario Soccer Discipline Hearing Procedure (Section 12.0). Where applicable, hearing information will be communicated by Ontario Soccer if procedural timelines differ.
- b) There shall be no further appeal of any kind against the decision(s) rendered by the hearing panel.
- c) The Committee, at its discretion, may convene a protest hearing at which officials from both Licence Holders, the match officials, or other persons may be required to attend.
- d) In the event a team is found to be in contravention of the OPDL Operational Rules as a result of a protest, the Committee has the authority to:
  - i. Decide, on the basis of the evidence provided, which team (if any) will be declared the winner of the game; and
  - ii. Levy a fine against an offending team to a maximum of \$2,500.00 per game.
- e) Protests will not be entertained if the issue is, according to the FIFA Laws of the Game, at the discretion of the referee (i.e. field conditions)
- f) Process for Protests can be found and will be governed in accordance with the Ontario Soccer Operational Procedure (Section 14.0)

## **Event Evaluations**

- a) After your game, you will be emailed an event questionnaire that must be completed.
- b) This questionnaire gathers important evaluation information from OPDL teams on venues, Match Officials, event staff, technical staff and other matters that contribute to the development of a strong game day experience for all involved in the OPDL. Its

completion is essential for the OPDL to continuously drive high quality levels in its League operations.

- c) The questionnaire should be completed by a member of the team's management group who was in attendance for the full game experience being surveyed.
- d) The team representative completing the survey should canvass necessary feedback from players, parents and other members of their management and support group in order to properly complete the questionnaire.
- e) You will receive the same standardized questionnaire after each round of League play. Questionnaires should be completed by the Wednesday following your match.

## Section V – Host & Venue Coordinator Responsibilities

OPDL Licence Holders will continue to host home games, in addition to ID Weekends, at their local Competition Venue. Each Licence Holder will be required to host a minimum number of games in accordance with the published OPDL schedule for the current season.

Hosting OPDL home games allows Licence Holders to leverage them as broader club events and they are encouraged to build them as spectator events for their OPDL teams, as well as fundraising opportunities and broader promotional opportunities for the organization at large.

### OPDL Venue Coordinator

Onsite, a paid OPDL Venue Coordinator will be present and whose primary responsibility is to manage event and field operations throughout the day. These responsibilities includes field set-up, game management and field close-up after the last game. As OPDL Venue Coordinators must have a good working knowledge of the venue of the host, they are sourced and selected by the host Licence Holder, but are responsible to the OPDL on game day.

OPDL will also have technical staff and field management staff overseeing host venues on game days. These staff will visit venues on a rotational basis to oversee technical and administrative operations and provide assistance if needed.

Although the OPDL Venue Coordinator is directly responsible for game day management, hosts should provide as much support as possible at their home game days to ensure they are successful, enjoyable events for all teams and their support groups. To that end, these Guidelines serve as an indication of what is expected at OPDL home game events, to be collectively delivered by the host and the OPDL through its designated OPDL Venue Coordinator and other staff/resources.

1. OPDL Licence Holders are requested to provide at least one suitable individual per field to fulfil the role of OPDL Venue Coordinator for their home game dates.
2. It is ideal that the same individual is assigned to manage all home game dates, but if necessary, different individuals can be assigned to manage different dates at the organization's discretion. It is also beneficial to have different individuals available in the event that the main Venue Coordinator is not able to fulfill the duties on any date.
3. OPDL Licence Holders are responsible for the selection of suitable individuals to fulfil the role of OPDL Venue Coordinator at their OPDL home game dates. In selecting a suitable candidate (or candidates), Licence Holders should ensure that they:
  - a. Are familiar with the host venue, including estimated walking times/distances, location of core facilities such as washrooms, water taps, parking, etc.
  - b. Possess strong verbal communication skills
  - c. Are well organized
  - d. Have an ability to multi-task
  - e. Have a high energy, outgoing personality, with a passion for working outdoors in large

events

- f. Are calm under pressure, and able to think clearly
  - g. Ideally have previous experience in the management of outdoor events for the host Licence Holder
  - h. Ideally have previous experience playing tournament or competitive soccer
  - i. Have a smartphone, with data plan, that can be used on game days to report scores
4. OPDL Venue Coordinators are paid directly by the Licence Holder.
  5. The name and full contact details of designated OPDL Venue Coordinators shall be provided to the OPDL a minimum of three (3) weeks prior to the Season Kick-Off Weekend.
  6. All OPDL Venue Coordinators must submit their shirt size for the purposes of provision of an OPDL staff shirt, that must be worn at all times at OPDL game events.
  7. All OPDL Venue Coordinators must make themselves available for an induction/training session that will take place prior to the Season Kick-Off Weekend.
  8. All OPDL Venue Coordinators will receive an OPDL Convener Account for the OPDL League Management website.

## OPDL Equipment Requirements

The OPDL will (or has already) provide(d) the following equipment for Licence Holders prior to the commencement of the OPDL season.

1. 10 x 10 gazebo (tent)
2. Gazebo (tent) weights
3. Five (5) OPDL game balls
4. One (1) OPDL vinyl banner
5. One (1) Gatorade vinyl banner
6. One (1) TFC branded table cloth for admin table
7. Two (2) Gatorade jugs
8. Gatorade Hydration Station Supplies (Powder, Mixing Stick & Cups)
9. Two (2) OPDL Feather banners
10. Twenty (20) discs for marking technical areas
11. One OPDL Hosting Backpack with admin supplies including, OPDL binder with manuals, extra Game Sheets, sub forms, etc., ball pump, cable ties, stapler, pens, etc.
12. OPDL staff attire for OPDL Venue Coordinator(s)
13. The host organization must provide:
  - a. Additional gazebos per field to ensure each field has 3 (along with weights or other method of securing)
  - b. A table at center field for each field being used
  - c. Two chairs at each table
  - d. Nets for goals
  - e. Weights or other methods of securing net from tipping over

- f. Corner Flags
  - g. Any other equipment needed at the venue not supplied by the OPDL
  - h. Table, Cooler & Water for hydration station
14. OPDL Licence Holders are responsible for the replacement of any game day equipment lost, stolen or damaged throughout the season.
- a. Items that the Licence Holder is solely responsible for replacing or repairing throughout the OPDL season:
    - i. Tents (gazebos)
    - ii. Weights
    - iii. Pylons
    - iv. Discs
    - v. Admin supplies (including forms, ball pump, cable ties, etc.)
    - vi. Vinyl Banners and Feather Banners
    - vii. Tablecloth
    - viii. Game Balls (in excess of 8)
  - b. Items that the OPDL will replace throughout the season:
    - i. Game Balls (up to 3 balls)
    - ii. Gatorade supplies (jugs, powder, cups, etc.)
    - iii. OPDL staff attire for OPDL Venue Coordinator(s) (shirt only)
  - c. Items will be reviewed on an annual basis by the OPDL, based on the End of Season survey and Inventory submission by Licence Holder/Venue Coordinator. Items will be replenished as required, with the exception of tents (gazebos).
  - d. The OPDL may replace tents (gazebos) on a two-year schedule as required.

## Pre-Game Day

1. Host Licence Holders are required to include venue amenities and details on E2E's OPDL League Management system a minimum of 10 days prior to the date the venue is being used. The following information shall be provided:
  - a. parking details
  - b. location of washrooms and change rooms (or designated room(s) for players/officials to change in)
  - c. Spectator facilities
  - d. Nearest hospital, including address
  - e. Field address
  - f. contact details for onsite club contact (not the OPDL Venue Coordinator), who will have full knowledge of emergency management protocol at the host venue
2. Before game day, OPDL Venue Coordinators will have access to a Venue Management Report, highlighting all details of the scheduled games to take place on their forthcoming home game date.

## Game Day - Set Up

The OPDL Venue Coordinator is responsible for set-up of the event, however Licence Holders are

expected to provide the necessary assistance to ensure the following:

1. Designated parking is available in advance of the first game.
2. Directional signage directing teams/spectators to the venue is affixed as needed.
3. OPDL signage (OPDL vinyl banner, and Gatorade vinyl banners) is affixed in a prominent place near spectator entrance or behind field side gazebos.
4. OPDL sponsor signage is affixed where appropriate.
5. A minimum of one gazebos (tents) per field is set up with:
  - a. One gazebo for each team, covering the respective bench.
  - b. One gazebo for the OPDL and Medical Staff with one table with two chairs, at center field.
  - c. Additional gazebos provided by host club may be set up for dedicated medical support.
6. An administration table shall be set-up at centre, between the two team benches. The TFC table cloth shall be used to dress the table for all OPDL matches.
7. An area is established for the set-up and delivery of medical support. If needed, a separate gazebo should be provided for medical support on hot days.
8. The hydration station is set up behind or close to OPDL administration gazebo.
9. Washrooms are open, unoccupied and checked for cleanliness.
10. A designated space for match video-recording is identified and cordoned off (if necessary)
11. Goals are properly dressed with nets firmly secured all around the goal.
12. Corner flags are placed at each corner of the field.
13. All other field markings are clearly visible and marked as per FIFA Laws of the Game.
14. Team benches are set up either side of the OPDL administration gazebo and are clean and ready for use.
15. Teams' technical areas are marked out in front of each team bench, measuring five (5) metres wide by ten (10) metres long, either with cones or temporary line markings (broken line) and shall not be closer than one (1) metre to the touchline
16. Designated area for dismissed players is marked. Chairs shall be provided for dismissed players.
17. Designated area for Technical Directors to sit during the OPDL match.
18. Grass fields are properly mowed, with grass at an appropriate length for optimal play.
19. The playing surface is inspected before the start of the first game and any litter shall be removed.
20. Bleachers/spectator seating is properly set up and free of litter/debris.

21. If needed, directional signage is affixed showing spectators how to access bleachers/seating. Spectators should not be permitted to access seating by crossing the playing field.
22. If possible, concessions should be offered to patrons. If you are able to provide concessions, ensure food and drink options are available for all scheduled games, from half an hour before kick-off of the first game, until close of the final game. Ensure prices of food and drink options are not prohibitively high.

## **Game Day Operations**

The OPDL Venue Coordinator is also responsible for managing field operations, with any support that you may wish to provide to ensure your OPDL hosting events are successful. In order to provide the best support possible, the following is protocol for game operations and logistics:

1. Teams must arrive at the venue 45 minutes before kick-off. If possible, greet the teams in person upon their arrival. The teams should be advised of field location, and designated warm up area.
2. Match officials should report to the administration tent. Match Officials are instructed to arrive at the venue no later than thirty-five (35) minutes prior to kick-off, for their assigned match. Medical staff should be arriving fifteen (15) minutes prior to kick-off.
3. Match Officials are instructed to sign in with the OPDL Venue Coordinator, using the Match Official Sign-In Sheet.
4. Medical staff arriving will also be required to sign in with the OPDL Venue Coordinator, using the medical service provider's online system.
5. Teams should be provided with an area to warm up (which may be the field of play if necessary and not interfering with the preceding game). Teams are permitted a twenty (20) minute warm up, on the Field of Play, which must finish at least five (5) minutes before kick-off.
6. A match may be delayed for up to one hour before being deemed cancelled and duly forfeited. When a Venue is closed prior to Kick-Off time, OPDL Staff shall be notified and will have final say on the suspension or forfeiture of a game. The declaration of a forfeited game due to unplayable conditions is the sole decision of the OPDL, in consultation with the Match Official.
7. When match delays occur, proceeding games should still be afforded appropriate warm-up, game time and half time break as per usual, albeit with a delayed kick-off time.
8. Player Registration Books/Cards must be provided to the OPDL Venue Coordinator a minimum of twenty-five (25) minutes before kick-off. The OPDL Venue Coordinator will endeavor to verify the Player Registration Books/Cards from both teams as soon as possible. Upon completion the OPDL Venue Coordinator will return the Player Registration



Books/Cards to the respective teams.

9. Game sheets must be collected from each team twenty-five (25) minutes before the kick-off of each game. A total of four copies of each team's game sheets must be submitted. These game sheets should be given to the OPDL Venue Coordinator. At the conclusion of the game, Match Officials will complete and sign the game sheets, taking care to ensure that any U13 age group game sheets that are being returned to the teams **DO NOT** indicate score of the match, nor the goal scorers. After all game sheets have been signed, the OPDL Venue Coordinator will give each team a copy of their game sheets as well as a copy of the opposing team's game sheets. The Referee will receive one set and the OPDL Venue Coordinator will keep one set to remit to the Ontario Soccer Provincial Office along with the substitution forms for each team.
10. The OPDL Venue Coordinator will assist with the substitution process. If a team wishes to make a substitution during the game, or during one of the intermissions, one of the team officials must fill in the substitution form and take it to the administration table prior to the substitution. The OPDL Venue Coordinator will initial in the appropriate box and note the time of substitution when the player enters the game. The team official will then take the substitution form back to the team bench. The substitution form must be initialed by the OPDL Venue Coordinator prior to any substitution taking place. At the conclusion of the game, the substitution forms must be collected from each team and remitted to the Ontario Soccer Provincial Office.

The substitution will be at the sole discretion of the Referee. The OPDL Venue Coordinator is only responsible for signing off on the substitution form.

11. Within 90 minutes of the conclusion of each game, the OPDL Venue Coordinator will login to the OPDL League Centre using his/her smartphone, record the results of the game, and complete the online Match Official Sign-In report.

## APPENDIX A – Game Day Countdown

### Pre-Game

Activity	Responsibility	Time until kick-off
Arrival at Venue	OPDL Venue Coordinator	120 minutes
Venue Inspection	OPDL Venue Coordinator	120 – 60 minutes
Venue Set-Up	OPDL Venue Coordinator	120 – 60 minutes

### Pre-Kickoff

Activity	Responsibility	Time until kick-off
Teams check-in with OPDL Venue Coordinator	Team Officials	60-45 minutes
Begin Individual Player ID/Photo Roster Verification	OPDL Venue Coordinator	45 minutes
Match Officials check-in with OPDL Venue Coordinator	Match Officials	35 minutes
Match Official Inspection of the field	Match Officials	
Match Official Mentor check-in with OPDL Venue Coordinator	Match Official Mentor	
Medical Staff arrival & sign-in	Medical Staff	30 minutes
Match Officials' warm-up starts	Match Officials	
Teams' warm-up starts	Team Officials	
Game Sheets & Player ID and Team Photo Roster Report provided to OPDL Venue Coordinator	Team Officials	25 minutes
Match Officials' warm-up ends	Match Officials	10 minutes
Game Balls provided to Match Official	OPDL Venue Coordinator	
Teams' warm-up ends	Team Officials	8 minutes
Announcements / Final Instructions		
Players' equipment check	Match Officials	6 minutes
Final Individual Player ID/Photo Roster Verification	OPDL Venue Coordinator	
Coin Toss	Match Officials	1 minute
Kick-Off	Match Officials	0

## During Game & Post-Game

Activity	Responsibility	
Registration Book/Card Check & Return to Teams	OPDL Venue Coordinator	1 <sup>st</sup> Intermission
Substitution Sign-Off	OPDL Venue Coordinator	Throughout Match
Game Sheet Completion	Match Officials	After Final Whistle
Game Sheet Distribution	OPDL Venue Coordinator	After Game Sheets have been signed
Online Game Reporting	OPDL Venue Coordinator	By 90 minutes following game
OPDL Venue Coordinator Report Completion	OPDL Venue Coordinator	Following each game

## Game Day Wrap-Up

1. On completion of the final game, host Licence Holders are expected to provide what assistance they can to the OPDL Venue Coordinator in taking down gazebos, tables, chairs, any other game day equipment, and signage.
2. Equipment used specifically for OPDL hosting should be stored at a designated storage location at the host organization (ideally at the venue) for reuse for all home game dates.
3. Host Licence Holders should verify that the venue is left clean and ready for use by the next user group.
4. On conclusion of day, the OPDL Venue Coordinator will require a representative of the host Licence Holder to sign his/her Venue Coordinator Report to validate the hours of work. Please ensure an appropriate signing authority is present to do this before conclusion of the event. Once venue is closed, OPDL Venue Coordinator should also notify the Field Manager.
5. By the Monday, following the hosting weekend, all paperwork including team sheets and substitution forms for all games, and Venue Coordinator Reports must be submitted via [this Jotform](#).
  - i. For mid-week matches, reports must be submitted within 24 hours of the game's conclusion.
  - i. Any questions should be sent to [Robyn McComb, Senior Manager, Competitions](#).

## APPENDIX B – LIGHTNING SAFETY & SEVERE WEATHER POLICY

### When thunder roars, go indoors!

The safety of players, coaches, management and spectators is the primary concern in any weather event that occurs during all matches sanctioned by Canada Soccer. By understanding and following the below information, the safety of everyone shall be greatly increased. Ultimately, the referee has the final say over delaying or restarting a match due to weather. Waiting to stop play or not waiting to start play may result in a serious injury or loss of life. Referees are expected to act responsibly when dealing with such events during matches they are controlling.

If you can hear thunder, you can get hit by lightning. As soon as you hear thunder, quickly get to a safe location. More people are struck before and after a thunderstorm than during one. Stay inside for 30 minutes after the last rumble of thunder.

### Additional Information

Please note the following recommendations from Environment Canada:

- **To plan for a safe day, check the weather forecast first.** If thunderstorms are forecast, avoid being outdoors at that time or make an alternate plan. Identify safe places and determine how long it will take you to reach them.
- **Watch the skies for developing thunderstorms and listen for thunder.** As soon as you hear thunder, quickly get to a safe location. If you can hear thunder, you are in danger of being hit by lightning. More people are struck before and after a thunderstorm than during one.
- **Get to a safe place.** A safe location is a fully enclosed building with wiring and plumbing. Sheds, picnic shelters, tents or covered porches do NOT protect you from lightning. If no sturdy building is close by, get into a metal-roofed vehicle and close all the windows.
- **Do not handle electrical equipment, telephones or plumbing.** These are all electrical conductors. Using a computer or wired video game system, taking a bath or touching a metal window frame all put you at risk of being struck by lightning. Use battery-operated appliances only.
- **If caught outdoors far from shelter, stay away from tall objects.** This includes trees, poles, wires and fences. Take shelter in a low-lying area but be on the alert for possible flooding.

Be aware of how close lightning is occurring. Thunder always accompanies lightning, even though its audible range can be diminished due to background noise in the immediate environment and its distance from the observer.

When larger groups are involved, the time needed to properly evacuate an area increases. As time requirements change, the distance at which lightning is noted and considered a threat to move into the area must be increased.

Know where the closest “safe structure or location” is to the field or playing area and know how long it takes to get to that safe structure or location. Safe structure or location is defined as:

- Any building normally occupied or frequently used by people, i.e., a building with plumbing and / or electrical wiring that acts to electrically ground the structure. Avoid using shower facilities for safe shelter and do not use the showers or plumbing facilities during a thunderstorm.

In the absence of a sturdy, frequently inhabited building, any vehicle with a hard metal roof (not a convertible or golf cart) and rolled-up windows can provide a measure of safety. A vehicle is certainly better than remaining outdoors. It is not the rubber tires that make a vehicle a safe shelter, but the hard metal roof which dissipates the lightning strike around the vehicle. Do not touch the sides of any vehicle!

If no safe structure or location is within a reasonable distance, find a thick grove of small trees surrounded by taller trees or a dry ditch. Assume a crouched position on the ground with only the balls of the feet touching the ground, wrap your arms around your knees and lower your head. Minimize contact with the ground because lightning current often enters a victim through the ground rather than by a direct overhead strike. Minimize your body's surface area and the ground! Do not lie flat! If unable to reach safe shelter, stay away from the tallest trees or objects such as light poles or flag poles), metal objects (such as fences or bleachers), individual trees, standing pools of water, and open fields. Avoid being the highest object in a field. Do not take shelter under a single, tall tree.

Avoid using the telephone, except in emergency situations. People have been struck by lightning while using a land-line telephone. A cellular phone or a portable remote phone is a safe alternative to land-line phones, if the person and the antenna are located within a safe structure or location, and if all other precautions are followed.

When considering resumption of any athletics activity, wait at least thirty (30) minutes after the last flash of lightning or sound of thunder before returning to the field.

### **First aid for lightning victims**

Prompt, aggressive CPR has been highly effective for the survival of victims of lightning strikes.

- **Lightning victims do not carry an electrical charge and can be safely handled.**
- **Call for help.** Victims may be suffering from burns or shock and should receive medical attention immediately. Call 9-1-1 or your local ambulance service.
- **Give first aid.** If breathing has stopped, administer cardio-pulmonary resuscitation (CPR). Use an automatic external defibrillator if one is available.

For additional information the following websites are helpful:

<http://www.ec.gc.ca/foudre-lightning/default.asp?lang=En&n=57412D67-1>  
[www.weatheroffice.gc.ca/lightning](http://www.weatheroffice.gc.ca/lightning)

## APPENDIX C – OPDL Game Day Branding Checklist & Social Media Support

### GAME DAY SIGNAGE / EQUIPMENT

- ❑ OPDL/TFC/CPL-branded tents set up above the central administrative table
  - ❑ Please ensure OPDL/TFC/CPL branding is facing the field
- ❑ Licence Holder-specific “Home of” vinyl banner(s) (12’x3’) is set up in a central and highly visible location around the field, to indicate to spectators where the OPDL field of play is
  - ❑ Ensure that these are properly weighed down/attached
- ❑ Licence Holder-specific or general OPDL/TFC-branded sharkfin/feather banners (2 in total) set up on either side of the central tent
  - ❑ Ensure that these are properly weighed down
- ❑ Licence Holder-specific or general **Gatorade** vinyl banner (12’x3’) is set up in a central and highly visible location around the team benches
  - ❑ Ensure that these are properly weighed down/attached
- ❑ TFC branded table cloth for the central administration table
  - ❑ Please ensure that the table cloth is washed regularly
- ❑ Properly set-up hydration station using the supplied Gatorade jugs; one containing water & the other containing water mixed with the supplied Gatorade powder mix, as well as having Gatorade cups available to participants
- ❑ Ensure that ALL players and team officials are wearing the OPDL/TFC/CPL-branded patches
- ❑ Ensure that all substitute players are wearing the appropriate colour of Gatorade-branded pinnie

All Licence Holders who do not comply with the above Game Day requirements will be subject to fines as found in the published OPDL Operational Rules. Any concerns with compliance can be directed towards [bosieck@ontariosoccer.net](mailto:bosieck@ontariosoccer.net)

### SOCIAL MEDIA SUPPORT

- ❑ Please be on the look-out for ‘social media moments’ and capture them accordingly. Subsequently:
  - ❑ 1) email the photos to [rgmeindl@ontariosoccer.net](mailto:rgmeindl@ontariosoccer.net) (stating your name and the match & location you are working at)
  - ❑ 2) or post them to Twitter or Instagram
    - Use the hashtag #OPDL
      - If posting to Twitter:
        - ❑ Tag photos with Ontario Soccer (@OntariolsSoccer)
        - ❑ If your tweet includes content that is of general interest, please address it to @OntariolsSoccer (otherwise, just the #OPDL will work)
      - If posting to Instagram
        - ❑ Tag photos with Ontario Soccer (@ontario\_soccer)
        - ❑ If your post includes content that is of general interest, please address it to @ontario\_soccer (otherwise, just the #OPDL will work)

**Please note:** If you post OPDL content from your personal account, please ensure your posts reflect a respectful, positive and neutral point of view.



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