

PROVISIONAL REFEREE

TO DO CHECK LIST:

- Register to attend provisional referee class
- Attend provisional referee training
- Attend virtual New Referee Orientation
- Sign up as referee on PlayMetrics for communications
- Send in Payroll information
- Get Uniform
- Practice hand signals and blowing the whistle
- Go over divisional specific rules
- Familiarize self with how to submit Availability
- Familiarize self with how to check the referee schedule.
- Send Art and Lucy a text message with name so we have you in our contacts
- Review this packet for all information

Any questions please contact Lucy Lotspeich or Art Shinabargar

Art Shinabargar
Referee Assignor
816-729-5014
referee@sportingls.org

Lucy Lotspeich
Referee Assignor Assistant
816-547-0800
Lucy.lotspeich@sportingls.org



HOW TO CREATE A PLAYMETRICS ACCOUNT

Every referee will need an account to receive communications about upcoming games and important information.

Below is the easiest way to create an account. If you or your parent already have an account, you do not need to create one. If you use your parents account, be assured all emails will go to them.

- Go to sportingls.org
- Programs > Recreational Leagues > Youth
- Online Registration
- Create an account/login
 - *Make sure you are set up as a player even if you do not play
- Close out of Youth Registration
- Select Club Programs on left hand side
- Select Referee Registration
- Select who will be a referee
- Select Proceed to Registration at the bottom of page
- Fill out form
- Select Next at bottom of page
- Select Register at bottom of page
- Download PlayMetrrics to phone
- Login on app

If you have any questions or trouble, please contact Lucy via text 816-547-0800 or email: lucy.lotspeich@sportingls.org

PAYROLL

For all payroll information please visit:

<https://www.sportingls.org/page/show/5737549-referee-payroll>

On the referee payroll tab you will find all forms that must be filled out to get paid. They are also included in this packet. You can also find the pay scale and pay schedule on this tab.

Note Provisional referees will only ref 3v3 and 1st Grade

Below is our current pay scale (2022)

Referee Game Pay Scale									
Outdoor:		Recreation					*Competitive:		
		CR	AR	Misc			CR	AR	Misc
3v3		\$12.50							
1st/2nd Grade		\$15.00				U7/U8	tbd		
3rd/4th grade		\$20.00	\$15.00			U9/U10	\$23.19	\$16.00	
5th & 6th grade		\$25.00	\$17.50			U11/U12	\$28.70	\$18.22	
Middle School		\$32.00	\$20.00			U13/U14	\$34.22	\$23.19	
High School		\$40.00	\$25.00			U15/U16	\$39.73	\$28.70	
Adults		\$40.00	\$25.00			U17/U18/U19	\$45.81	\$34.22	
Bench				\$10.30		standby			\$12.00
							*Same as Heartland Pay Scale		
Indoor:									
Small Field		\$10.00							
Large Field		\$15.00							
Adults		\$20.00							



Sporting Lee's Summit - Referee Pay Information

All contractor referee's for Sporting LS are paid via direct deposit. Referee's will need to have a checking or savings account to which their earnings will be directly deposited twice a month (on the 15th and last day of the month). If a referee does not have one of these accounts, they can sign up for a Commerce DirectCheck Card to which earnings can be deposited. (Please note there is a one-time activation fee of \$4.95 with the DirectCheck Card option.)

New referees will need to complete the following in order to be paid for games worked:

- Completed and Signed Independent Contractors Agreement
- Completed and Signed Form W-9
- If electing to be paid via direct deposit into a checking or savings account:
- Complete and Sign Authorization Agreement for Direct Deposit (Form 1)
- If electing to be paid via Commerce DirectCheck Card:
 - Review Form 3, Commerce DirectCheck Card Fee Schedule
 - Review Form 4, Commerce DirectCheck Card FAQ
 - Complete and Sign Form 2, Referee Request for Commerce Direct Check Card
 - Complete and Sign Form 2-1, Commerce DirectCheck Card Authorization

Please note that timely receipt of the above items is necessary to ensure you are paid on schedule. Referees CANNOT be paid until 3 items have been received: Agreement, W-9 and Form for method of payment.

Please direct questions to Jen Gordon: jen@ctcprofessionals.com

Completed paperwork can be turned in as follows:

1. E-mailed to Jen Gordon: jen@ctcprofessionals.com
2. Mailed to: Sporting LS, Attn: Jen Gordon; 705B SE Melody Lane
PMB 303, Lee's Summit, MO 64063



INDEPENDENT CONTRACTORS AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 20____, by and between Sporting Lee's Summit, hereinafter called the "Company", and _____, called the "Contractor".

WHEREAS, the Company is engaged in the non-profit business of educational soccer;

WHEREAS, the Company desires to engage the Contractor to perform services for the Company;

NOW THEREFORE, in consideration of the foregoing and the mutual benefits herein contained, it is hereby agreed as follows.

SERVICES

Company retains Contractor to perform the services as described below (hereinafter referred to as the Services) and Contractor agrees to perform Services for the Company according to the terms and conditions set forth in this agreement.

DESCRIPTION OF WORK

Officiate youth or adult soccer league games for Sporting Lee's Summit on an as needed basis. Correspond with Sporting Lee's Summit Management to ensure up to date knowledge on league play guidelines and expectations of position.

The contractor agrees not to say anything that may be considered disparaging about Sporting Lee's Summit. The contractor understands and acknowledges that disparaging comments can be very harmful and could cause harm and substantial damages to Sporting Lee's Summit and/or its vendors.

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) * _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) *	
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-				-	
or									
Employer identification number									
				-					

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person *	Date *
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



INDEPENDENT CONTRACTORS AGREEMENT

COMPENSATION

Company shall pay Contractor and Contractor shall accept from Company as full compensation for all services to be rendered by Contractor as outlined below:

Division	Center Referee (Per Game)	Assistant Referee (Per Game)
Pre K/K	12.50	N/A
1 st	15.00	N/A
2 nd	15.00	N/A
3 rd /4 th	20.00	15.00
5 th / 6 th	25.00	17.50
MS	32.00	20.00
HS	32.00	20.00

EXPENSES

Contractor agrees that the Contractor shall cover expenses incurred by him/her to perform the Services.

ENTIRE AGREEMENT

This agreement and any exhibits attached hereto, if any, contains the entire understanding and Agreement of Contractor and Company and no other promises, representations or guarantees have been made except as contained herein, and this Agreement cannot be amended, modified, or supplemented in any respect except by a subsequent written Agreement into by the parties hereto.

GOVERNING LAW

This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.

IN WITNESS WHEREOF, the parties have executed this Agreement hereto on the date and year first above written.



INDEPENDENT CONTRACTORS AGREEMENT

Company:
Sporting Lee's Summit
705B SE Melody Lane, PMB 303
Lee's Summit, MO 64063

Contractor

Print Name: _____

Signature: _____

Date: _____

By: Tammy Dugan, President

Signature: _____

Date: _____



SPORTING LEE'S SUMMIT SC AUTHORIZATION AGREEMENT FOR DIRECT DEPOSIT (ACH CREDITS)

I (we) hereby authorize Sporting Lee's Summit SC, hereinafter called COMPANY, to send credit entries to my (our) account indicated below at the financial institution named below, hereafter called FINANCIAL INSTITUTION, and to credit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Financial Institution

Name _____

Routing/Transit Number) _____

Account Number _____ Type of Acct: ____Checking ____Savings

***Please attach a voided check or a copy of your savings account card to this document.
If no check is available, please attach a document issued by your bank that shows
your name, bank routing number and account number.***

This authority is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford COMPANY and FINANCIAL INSTITUTION a reasonable opportunity to act on it.

Name (Please Print) _____

Address _____

City _____ State _____ Zip _____

SSN or EIN _____

Signature _____ Date _____

E-mail _____ Phone # _____

Questions about this form can be directed to Jen Gordon; jen@ctcprofessionals.com.

Completed forms and attachments can be mailed to: Sporting Lee's Summit, ATTN: Jen Gordon,
705B SE Melody Lane PMB 303, Lee's Summit, MO 64063



Sporting Lee's Summit SC

Referee Request for Commerce DirectCheck Card

Referee Name _____

E-mail Address _____

Mailing Address _____

City, State, Zip _____

Signature _____

____ I would like to request my earnings from Sporting LS be deposited to a Commerce DirectCheck Card.

____ (please initial here) I understand that my DirectCheck Card will be charged a one-time \$4.95 activation fee.

____ (please initial here) I have reviewed the Commerce DirectCheck Card Fee Schedule and understand that any fees incurred will be charged directly to my card and are not the responsibility of Sporting LS.

For office use only:

____ Date Card Issued _____ Card Number

____ Date Card Provided to Referee

Detailed List of fees for Commerce DirectCheckCard



All fees	Amount	Details
Get started		
Card purchase	\$0	No issuance fee to cardholder, \$5.95 issuance fee paid by Payer
Secondary Card	\$10	Fee for additional Card on same Account
Monthly usage		
Monthly fee	\$0	Fee for monthly maintenance of the Account
Add money		
Direct deposit	\$0	Fee associated with direct deposit load at time of load
Get cash¹		
ATM withdrawal (in-network)	\$0	"In-network" refers to the Commerce Bank & Allpoint ATM Networks. Locations can be found at commercebank.com/locations & allpointnetwork.com
ATM withdrawal (out-of-network)	\$3.25	This is our fee. "Out-of-network" refers to all the ATMs outside of the Commerce Bank & Allpoint ATM Networks. You may also be charged a fee by the ATM operator, even if you do not complete a transaction.
Teller cash withdrawal	\$5	Fee for teller cash transaction from a U.S. institution. One withdrawal at no charge per week.
Information		
Customer service (automated)	\$0	
Customer service (live agent)	\$2	Per call. Fee may be charged each time you contact one of our live customer service representatives. First call per month at no charge; \$2.00 per call thereafter.
ATM balance inquiry (in-network)	\$0.00	"In-network" refers to Commerce Bank & Allpoint ATM Networks. Locations can be found at commercebank.com & allpointnetwork.com
ATM balance inquiry (out-of-network)	\$1.50	This is our fee. "Out-of-network" refers to all the ATMs outside of the Commerce Bank & Allpoint ATM Network. You may also be charged a fee by the ATM operator.
Using your Card outside the U.S.		
International transaction	3%	Of the U.S. dollar amount of each transaction.
International ATM withdrawal	\$2.50	This is our fee. You may also be charged a fee by the ATM operator, even if you do not complete a transaction.
International ATM balance inquiry	\$1.50	This is our fee. You may also be charged a fee by the ATM operator.
International teller cash withdrawal	\$5	Fee for teller cash transaction from a non-U.S. institution.
Other		
Inactivity	\$5	Per month. Fee for not completing a purchase or ATM withdrawal transaction after 12 months.
Card replacement	\$10	Per Card. Fee for replacement of a Card that has been lost, stolen or damaged.
Express delivery	\$25	Fee for the express shipping of a Card.
Unload and close	\$15	Fee for paper check refund.

¹ When you use an ATM not owned by Commerce or Allpoint, you may be charged a fee by the ATM operator or any network used (and you may be charged a fee for a balance inquiry even if you do not complete a fund transfer at the ATM). In addition, you may be charged fees by other third parties for use of your Card, such as (i) stores and merchants for POS transactions, and (ii) other banks and financial institutions for cash withdrawals at their branches.

Your funds are eligible for FDIC insurance. Commerce Bank is an FDIC-insured institution and as such your funds are insured up to \$250,000 by the FDIC in the event Commerce bank fails, if specific insurance requirements are met. See fdic.gov/deposit/deposits/prepaid.html for details.

No overdraft/credit feature.

Contact Commerce Bank by calling 1-866-620-1367, by writing to Commerce Bank, P.O. Box 411036, Kansas City, MO 64141-1036 or by visiting checkmypasscard.com.

For general information about prepaid accounts, visit cfpb.gov/prepaid. If you have a complaint about a prepaid account, call the Consumer Financial Protection Bureau at 1-855-411-2372 or visit cfpb.gov/complaint.

Summary of fees for Commerce DirectCheckCard



MAKE PAYDAYS EASIER WITH THE COMMERCE DIRECTCHECK CARD

Your employer can load your paycheck electronically on this prepaid Visa® card and you can enjoy these benefits:

- Shop or pay bills anywhere where Visa is accepted
- Get cash at any ATM displaying the Visa or PLUS® logo
- Track spending easily with online account access and text alerts
- Rest easy with Zero Liability protection against fraudulent transactions*

*The Visa Zero Liability policy covers U.S.-issued cards only and does not apply to ATM transactions, PIN transactions not processed by Visa or certain commercial card transactions. Cardholder must notify Commerce immediately of any unauthorized use.

USE OF THE DIRECTCHECK CARD FOR PAYROLL IS OPTIONAL ASK YOUR EMPLOYER ABOUT YOUR PAYROLL OPTIONS			
<u>Monthly Fee</u> \$0	<u>Per purchase</u> \$0 with signature \$0 with PIN	<u>ATM withdrawal</u> \$0 in-network ¹ \$3.25 out-of-network	<u>Cash reload</u> N/A
ATM balance inquiry (in network ¹ or out-of-network ²)		\$0 or \$1.50	
Customer service (automated or live agent ³)		\$0 or \$2 per call	
Inactivity (after 12 months with no transactions)		\$5	
We charge 5 other fees not listed here. Here are some of them:			
Lost Stolen Replacement		\$10	
Teller cash withdrawal (U.S. or non-U.S. institution)		\$5	

1 "In-network" refers to the Commerce Bank & Allpoint ATM Network.

2 This is our fee. "Out-of-network" refers to all the ATMs outside of the Commerce Bank & Allpoint ATM Network. You may also be charged a fee by the ATM operator, even if you do not complete a transaction.

3 One call per month at no charge; \$2.00 per call thereafter.

No overdraft/credit feature.

Your funds are eligible for FDIC insurance.

See fdic.gov/deposit/deposits/prepaid.html for details.

For general information about prepaid accounts, visit cfpb.gov/prepaid.

Find details and conditions for all fees and services inside the package, or call **1-866-620-1367** or visit checkmypaycard.com

AUTHORIZATION FOR ELECTRONIC ENTRIES TO COMMERCE DIRECTCHECK CARD

The undersigned hereby authorizes the Employer named below (Employer) to make electronic credit entries and any necessary adjustments involving these entries in the DirectCheck Card account to be established for you at Commerce Bank (Bank). You agree that ACH transactions authorized herein shall comply with all applicable U.S. law. This authority is to remain in full force and effect until Employer has received written notification from the undersigned of its termination in such time and in such manner as to afford Employer and Bank reasonable opportunity to act on it.

EMPLOYEE INFORMATION

NAME		EMPLOYEE ID NUMBER	
EMPLOYER			
SOCIAL SECURITY NUMBER		HOME PHONE	DATE OF BIRTH
ADDRESS			
CITY	STATE		ZIP
EMAIL			
EMPLOYEE SIGNATURE			DATE

Tarjeta DirectCheck
de Commerce

AUTORIZACIÓN PARA PARTIDAS ELECTRÓNICAS EN LA TARJETA DIRECTCHECK DE COMMERCE

El abajo firmante por la presente autoriza al empleador citado (Empleador) a realizar depósitos electrónicos y efectuar cualquier ajuste necesario relativo a dichas partidas en la cuenta de la tarjeta DirectCheck que se establecerá para mí en el Banco Commerce (Banco). Usted acuerda que las transacciones de transferencia automática que se autorizan por la presente deberán cumplir con las leyes estadounidenses pertinentes. Esta autorización permanecerá en plena vigencia hasta que el Empleador reciba notificación por escrito del abajo firmante sobre la cancelación de manera oportuna para permitirles al empleador y al banco tiempo para dar curso a la misma.

INFORMACIÓN DEL EMPLEADO

NOMBRE		NÚMERO DE IDENTIFICACIÓN DE EMPLEADOS	
EMPLEADOR			
NÚMERO DE SEGURO SOCIAL		TELÉFONO (CASA)	FECHA DE NACIMIENTO
ADDRESS			
CIUDAD	ESTADO		CÓDIGO POSTAL
CORREO ELECTRÓNICO			
FIRMA DEL EMPLEADO			FECHA

UNIFORM



- New referee style shirts
- Black shorts
- Black socks
- Fox 40 whistle or louder
- Watch
- Pens and paper
- Red card and yellow card
- Sunscreen
- Plenty of water
- Dress for the weather at Legacy

Where to get uniforms:

- Capelli Sports - <https://teams.capellisport.com/REFMZRU>
- Official Sports - <https://officialsports.com/off-field-apparel/starter-kits/>
- Referee Store - <https://www.refereestore.com/soccer-referee/>
- Score Sports - <https://scoresports.com/soccer/apparel/officials.html>
- Amazon
- Walmart – best place to get watch

3v3 and 4v4 Rules

PreK / Kindergarten Divisions (3v3) Size 3 Ball • Field Size – 65 x 90 ft • Goal - 4 x 6 ft

- 3 field players and no goalie
- Two 15 minute halves and 5 minute half time
- Two simultaneous games with 1 referee for each game (field)
- One coach from each team is allowed on both fields. Kindergarten coaches should attempt to coach from the sideline where possible.
- Coaches should attempt to place aggressive players together on one field to balance games and maintain the teams for the duration of the game.
- No goalie, coaches should encourage players to defend on the field away from the goal
- No offsides called, no throw ins (kick ins are used), no direct kicks, defending team must be 6 yards off the ball for restarts.
- A goal can only be scored / counted from a team's offensive side of the field
- Substitute on any dead ball at referee discretion
- On any restart, the opposing team must be in their defensive half until the ball is put in play.
- To facilitate learning the game, referees may (at their discretion) explain the offense to the player and allow a player to retake a free kick after the same player strikes the ball again immediately after the kick.
- Call all fouls, but take time to explain to the player(s) involved as to what they did wrong
- When a player deliberately heads the ball in a game, an indirect free kick (IFK) will be awarded to the opposing team from the spot of the offense. If the deliberate header occurs within the goal area, the indirect free kick should be taken on the goal area line parallel to the goal line at the point nearest to where the infringement occurred. For non-deliberate headers, play should continue
- The referee will allow players to leave the field to be evaluated by coaches and/or onsite medical staff if there is a suspected head injury.

1st Grade Division (4v4) Size 3 Ball • Field Size – 65 x 90 ft • Goal - 4 x 6 ft

- 4 field players and no goalie
- Two 20 minute halves and 5 minute half time
- Two simultaneous games with 1 referee for each game (field)
- Coaches should attempt to balance teams on both fields (aggressive players should not be grouped together on one field). Players may not switch fields during the game.
- No coaches on the field unless beckoned by the referee due to injury.
- Players should not be in the goal area except when play is occurring in the goal area. Players should not start in the goal area on corner kicks. Coaches should encourage players to defend on the field away from the goal area. If a team repeatedly blocks the goal by placing a defender in the goal area without actively defending, the referee has discretion to award an indirect kick at midfield or (if this action denied an obvious goal) a goal to the offensive team.
- No offsides called, no throw ins (kick ins are used), no direct kicks, defending team must be 6 yards off the ball for restarts.
- A goal can only be scored / counted from a team's offensive side of the field
- Substitute on any dead ball at referee discretion
- On any restart, the opposing team must be in their defensive half until the ball is put in play.
- To facilitate learning the game, referees may (at their discretion) explain the offense to the player and allow a player to retake a free kick after the same player strikes the ball again immediately after the kick.
- When a player deliberately heads the ball in a game, an indirect free kick (IFK) will be awarded to the opposing team from the spot of the offense. If the deliberate header occurs within the goal area, the indirect free kick should be taken on the goal area line parallel to the goal line at the point nearest to where the infringement occurred. For non-deliberate headers, play should continue.

The referee will allow players to leave the field to be evaluated by coaches and/or onsite medical staff if there is a suspected head injury.

HOW TO SUBMIT AVAILABILITY

- Go to sportingls.org > Referee Tab > Referee Availability
- You will be redirected to Sports Engine
- Fill out Form – PAY ATTENTION TO WHAT DAY YOU ARE SELECTING
 - Parents your children can only do 3v3 and 4v4. They are not able to AR or center any older
- If you wish to ref with your friends put it in the comments.
- Select review at the end of the form
- Scroll to bottom and select COMPLETE REGISTRATION
- You will be redirected to the receipt. If you do not receive an email stating, you have completed registration it did not go through.
- Availability must be submitted Sunday by 8pm for the next weekend's games. If you do not get it submitted Sunday night go ahead and sign up anyway. Games go to those who sign up on time first. You may receive some games or bench.

HOW TO CHECK SCHEDULE AND CONFIRM GAMES

- Go to sportingls.org > Referee Tab > Referee Schedule
- On the referee schedule tab there is a link to the schedule.
- Make sure to find all your games – if using excel use the drop down and select only or name to see all your games
- Text ART (816-729-5014) to confirm games. EX. I have 3 games on sat and will be there. If you cannot make a game let Art know Thursday. All confirmations must be received Thursday night.
- Pay Attention to who is doing checkin that weekend in case you become ill, injured, or running late. If any of these things happen, please text whoever is doing checkin during the time of your scheduled game.

GAME DAY

- Check in 30 minutes prior to your first game. Check in at the west concession stand in the office on the left side of the building by field #10
- Ensure you have proper gear including plenty of water. Dress for weather (sunscreen, gloves, hat, pants, layers under ref jersey)
- Go over rules before every game
- Return game cards and check out with Art after all games
- Pay Attention to who is doing checkin that weekend in case you become ill, injured, or running late. If any of these things happen, please text whoever is doing checkin during the time of your scheduled game.



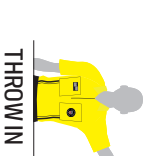
POCKET GUIDE

U.S. SOCCER FEDERATION
REFEREE PROGRAM

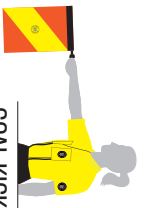
USSOCCER.COM

1801 S. PRAIRIE AVE. CHICAGO, IL 60616

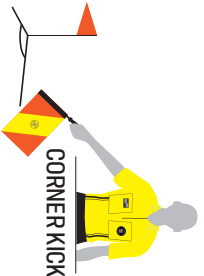
ASSISTANT REFEREE SIGNALS



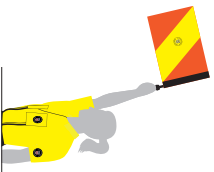
THROW IN



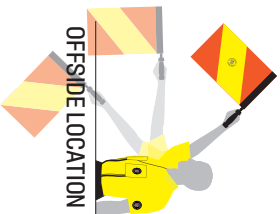
GOAL KICK



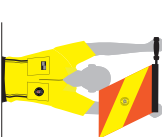
CORNER KICK



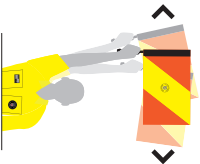
OFFSIDE



OFFSIDE LOCATION

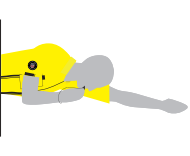


SUBSTITUTION

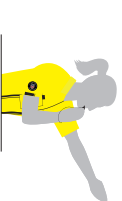


FOUL

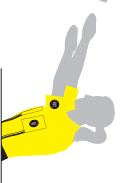
REFEREE SIGNALS



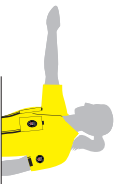
INDIRECT FREE KICK



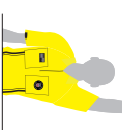
DIRECT FREE KICK



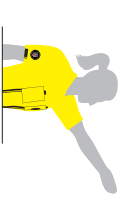
ADVANTAGE
2-ARMS



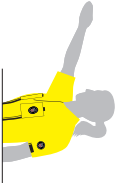
GOAL KICK



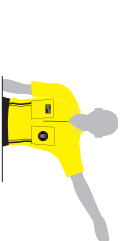
MISCONDUCT



CORNER KICK



ADVANTAGE
1-ARM



THROW IN

STANDARDS CHART

	U-6 to U-8	U-9 to U-10	U-11 to U-12	U-13 and older
# of Players	4v4	7v7	9v9	11v11
Ball Size	3	4	4	5
Length of Game	4x10 min	2x25 min	2x30 min	Check Local Rules
Field Size (Length x Width)	25-35x15-25	55-65x35-45	70-80x45-55	Check Local Rules
Goal Size (feet)	4x6	6.5x18.5	7x21	Check Local Rules
Goal Keeper	No	Yes	Yes	Yes
Offside	No	Yes	Yes	Yes

BEFORE THE GAME

Items for your referee bag

- Uniform(s) - All Colors
- Shorts
- Socks
- Shoes
- Whistle (bring extra)
- Yellow Card & Red Card (bring extra)
- Watch (bring extra)
- Referee notebook and pen/pencil
- Coin
- Water
- Snack
- Towel
- Sunscreen

Remember to place your bag in a safe and visible location (usually at midfield between the team benches)

PRE-GAME

- Arrive at least 30 minutes before scheduled kick-off
- Look and act professional
- Show confidence when meeting the coach/team
- Inspect the field
- Look for unsafe objects (broken glass, bottles, cans, tree branches)
- Look for unsafe field conditions (holes, divots, rocks)
- Ensure goals are anchored and secured to the ground
- Acquire game roster and player passes from coach or team manager
- Check-in and inspect players for unsafe equipment like jewelry
- Inspect players equipment (jersey/shorts/socks/shin guards/footwear)
- Inspect the game ball(s)

DURING THE GAME

Enforce the Laws of the Game

- Modify for age (see local rules of competition)
- Show confidence in your decisions
- Use crisp and clear hand signals
- Player safety first, STOP the game when a player is seriously injured
- Have medical personnel assess injured players
- Do not touch injured players
- Do your best to keep other players from touching the injured players

U.S. Soccer Concussion Initiative

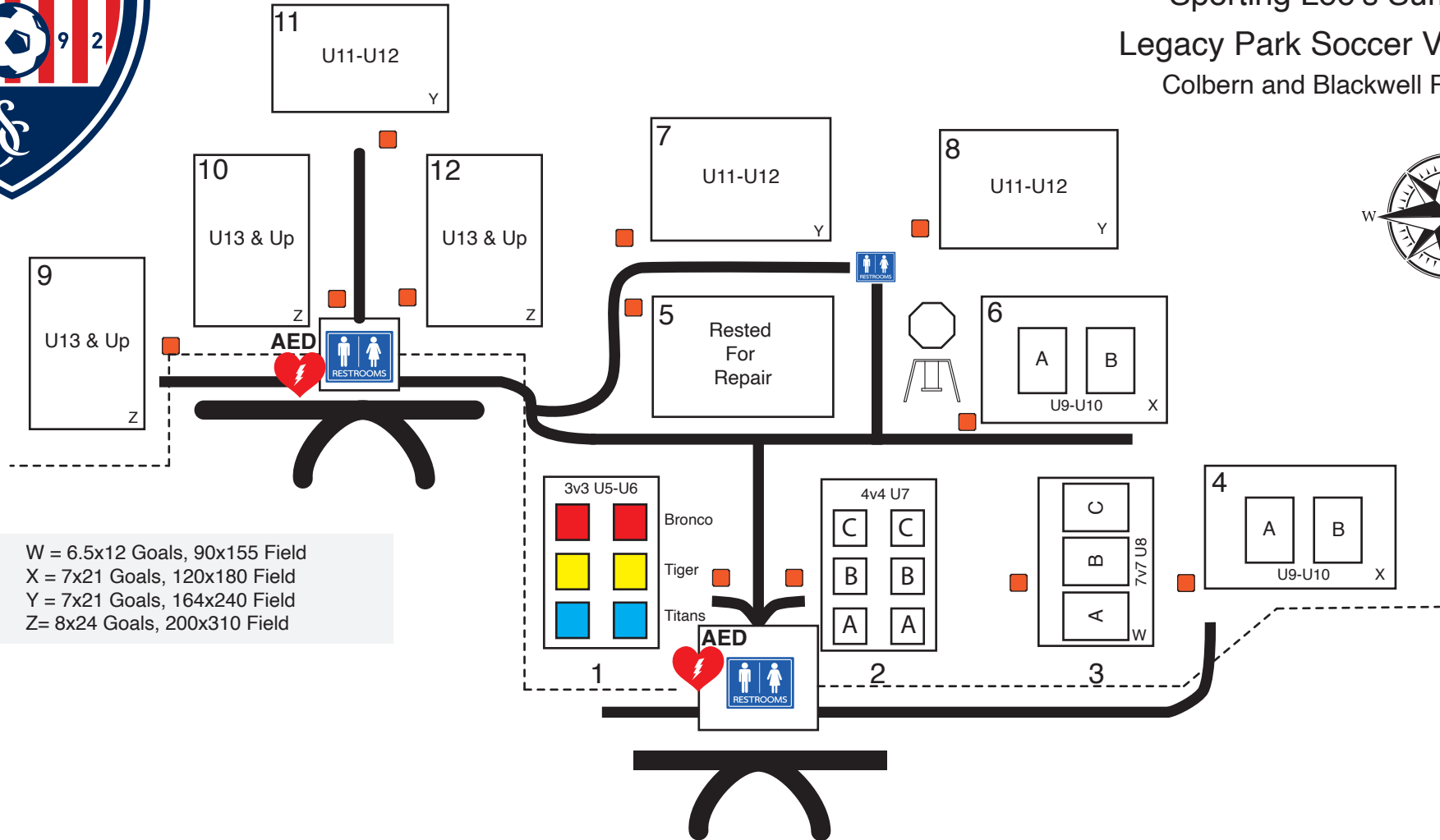
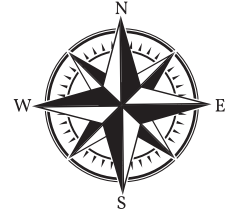
- No heading for players under the age of 11
- Restart is an Indirect Free Kick to the opposing team from the spot of the header
- If restart is in goal area, the restart is on the goal area line parallel to the goal line from spot of header

AFTER THE GAME

- Monitor the teams while leaving the field
- Retrieve and return the game ball
- Return player passes to each team
- Have team manager/coach sign game report (see local rules of competition)
- Verify all game data (score, misconduct, substitutions)
- Complete game report in a timely manner (see local rules of competition)
- Complete incident report if needed (see local rules of competition)
- Take notes on your game and do a self-assessment



Sporting Lee's Summit
Legacy Park Soccer Venue
Colbern and Blackwell Roads

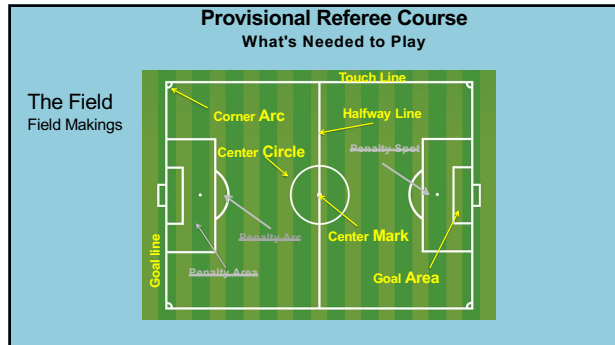


W = 6.5x12 Goals, 90x155 Field
X = 7x21 Goals, 120x180 Field
Y = 7x21 Goals, 164x240 Field
Z = 8x24 Goals, 200x310 Field

Field Box

AED available in both concession stand breezeways
No pets allowed inside the fences
No warming up in the penalty areas
No smoking allowed in the park
Trainer available on high volume days





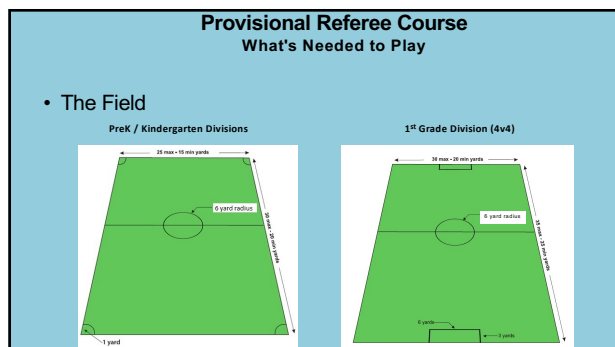
1

Provisional Referee Course
What's Needed to Play

The Field

- It is also important to know that **all lines on the field are part of the area they define.**
- For example, the boundary lines are still part of the field of play.
- Therefore, the entire ball must entirely cross one of these lines before being out of play.

2



3

Provisional Referee Course
What's Needed to Play

The Field - The team areas

- The team areas consist of the space immediately surrounding the benches for each team.
- These spaces are also referred to as technical areas.
- They are rarely lined at the small sided and recreational youth level, but officials can still require coaches to stay in these areas during the game.

4

Provisional Referee Course
What's Needed to Play

• The Ball

PreK / Kindergarten Size 3 Ball

1st Grade Division Size 3 Ball

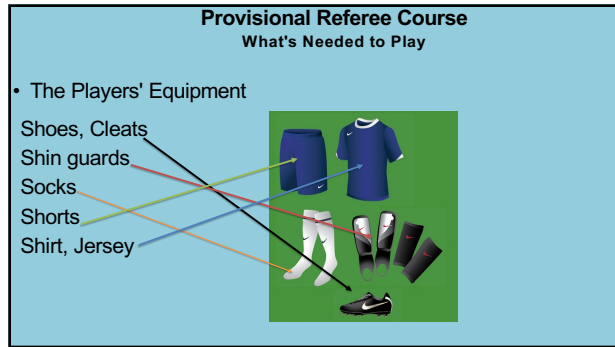
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Provisional Referee Course
What's Needed to Play

The Players and Substitutes

- PreK / Kindergarten Divisions**
 - 3 field players and no goalie
 - Substitute on any dead ball at referee discretion
 - One coach from each team is allowed on field
- 1st Grade Division**
 - 4 field players and no goalie
 - Substitute on any dead ball at referee discretion
 - No coaches on the field unless beckoned by the referee due to injury

6



Provisional Referee Course
How the game is played
Game Length

Game length

- **PreK / Kindergarten Divisions** - Two 15 minute halves and 5 minute half time
- **1st Grade Division** - Two 20 minute halves and 5 minute half time

Keeping Time

- The referee is responsible for keeping time for the game.
- The referee begins keeping time after the ball is kicked off to start each half or period of play.
- The game is continual which means that the referee never stops time on his or her watch until all the time in each half or each period has been played

1

Provisional Referee Course
How the game is played
The Start and Restart of Play – Kickoff

Kickoff


The game starts with a kick-off and that is decided by the coin toss before the kick-off

The kick-off is used to start the game and to start second period of play

A kick-off is also used to restart the game after a goal has been scored.

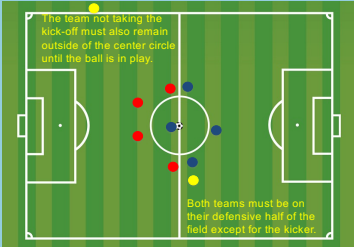
The kick-off is taken from the center mark and the ball is in play when it is kicked and clearly moves.

It is important to remember that the ball is not in play until it is kicked and clearly moves.



2

Provisional Referee Course
How the game is played
The Start and Restart of Play - kickoff




3

Provisional Referee Course
How the game is played
The Start and Restart of Play – Dropped Ball

Dropped Ball

- A dropped ball is used to restart play when none of the other restarts permitted by the Laws of the Game apply.
- Some common examples include when the referee stops play due to injury or because of weather issues.
- The ball is in play once it makes contact with the ground.
- A goal cannot be scored directly from a dropped ball restart.
- If the dropped ball is kicked directly into the opponent's goal, the restart is a goal kick.
- If the dropped ball is kicked directly into a team's own goal, a corner kick is awarded to the opposing team.




4

Provisional Referee Course
How the game is played
The Start and Restart of Play – Dropped Ball

Dropped Ball- continued

- the ball will be dropped for one player of the team who last touched the ball at the point of the last touch; all other players must be at least 4.5 yds away.
- If the ball touches the referee and goes into the goal, team possession changes, or a promising attack starts, a dropped ball is awarded.
- If the ball touches the referee and goes into the goal, team possession changes, or a promising attack starts, a dropped ball is awarded.



5

Provisional Referee Course
How the game is played
The Start and Restart of Play – Dropped Ball

Dropped Ball Procedure

When a referee uses a dropped ball to restart play, they should use the following procedure.

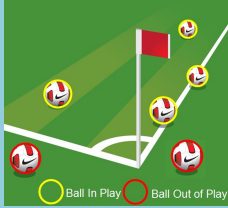
- First, the referee should let both teams know that play is going to be restarted with a dropped ball.
- Next the referee need to identify the player that is going to take the dropped ball. All players of either side, other than the designated player, must be 4.5 yd away from the ball until it touches the ground
- Once the player is in position, the referee should hold the ball at waist height and then let it drop to the ground.
- The ball becomes in play as soon as it touches the ground. No player may touch the ball until it has touched the ground. If the ball leaves the field of play before it has been touched by a player (including if the ball enters either goal), the drop-ball is retaken.

6

Provisional Referee Course
How the game is played
The Start and Restart of Play – The Ball In and Out of Play

Boundary Lines

- Once the game starts from the kick-off, the ball is in play until the whole ball crosses over a goal line, whole ball crosses over a touch line, or until the referee stops play.
- Remember that the entire ball must cross the entire boundary line before it is considered off the field of play.
- This applies whether the ball is on the ground or in the air.
- Note that the ball is still considered in play even if it rebounds off a goalpost, crossbar, corner flag, or the referee.



7

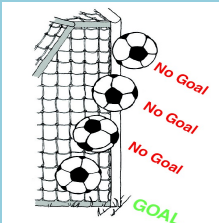
Provisional Referee Course
How the game is played
Scoring a Goal

Scoring a Goal

- For a legal goal to be scored, the whole ball must cross the goal line, between the goalposts and under the crossbar.
- Local rules of competition - A goal can only be scored from a team's offensive side of the field.
- Referees must work hard to be in position to see if the ball is completely over the goal line before allowing the goal to count.

8

Provisional Referee Course
How the game is played
Scoring a Goal



9

Provisional Referee Course
How the game is played
Scoring a goal

Winning

PreK / Kindergarten Divisions

- No score is kept, except for practice

1st Grade Division

- The team that scores the most goals wins the game.
- If both teams score the same number of goals, or both score no goals, the game ends in a tie.

10

Provisional Referee Course
How the game is played
Free Kicks

Free Kicks –Types

- When player commits a direct free kick foul or when a player commits an indirect free kick foul, the referee stops play and restarts with a free kick.
- There are two types of free kick restarts, direct and indirect.
- Referees should be sure to take note of the local rules of competition: *PreK / Kindergarten Divisions and 1st Grade Division* require that all starts, and restart and free kicks be indirect.
- For an indirect free kick, the ball must be touched by another player other than the kicker before a goal can be scored.
- To signal an indirect free kick the referee uses a raised arm.

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Provisional Referee Course
How the game is played
Free Kicks

Free Kicks – Procedure

The ball must be stationary prior to being put into play and the free kick taker cannot touch the ball again until it has touched another player.

If the free kick taker plays the ball a second consecutive time, an indirect free kick is awarded to the opposing team. *To facilitate learning the game, referees may (at their discretion) explain the offense to the player and then allow a player to retake a free kick after the same player strikes the ball again immediately after the kick.*

The ball is play when it has been kicked and clearly moved.

12

Provisional Referee Course
How the game is played
Free Kicks

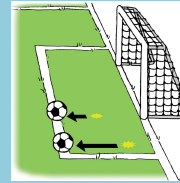
Free Kicks – Position

- The free kick is usually taken from the location of where the foul occurred.
- All opponents must be at in their defensive half of the field or at least 6 yards from the ball until it is put into play and referees should be aware that opposing teams may choose to form a wall of players typically positioned between the ball and goal.

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Provisional Referee Course
How the game is played
Free Kicks


- Although the free kick is typically taken from the location of the where the foul occurred.
- there are **two exceptions** to this that referees must be aware of.
- 1. If there is an indirect free kick awarded to an attacking team and location of the foul was in the goal area, the ball is moved out to the goal area line.



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Provisional Referee Course
How the game is played
Free Kicks

2. If a free kick is awarded to a team within their own goal area, the free kick can be taken from anywhere in the goal area.



If this requirement is not met the kick is retaken.

15

Provisional Referee Course
How the game is played
Kick in - Throw in

A kick-in is a method of restarting play and is awarded when the ball crosses the touch line.

The kick-in is taken by the opposing team of the player who last touched the ball before it crossed the touch line.

A goal cannot be directly scored from a kick-in.

16

Provisional Referee Course
How the game is played
Kick in - Throw in

Procedure

- The throw-in should be taken from where the ball crossed the touch line.
- The local rules of competition allow for incorrect kick-in to be retaken for learning purposes one time. The referee needs to inform player what they did wrong

17

Provisional Referee Course
How the game is played
Goal kick

A goal kick is a method of restarting play and is awarded to the defending team when the ball crosses the goal line, without a goal being scored, when last touched by a player from the attacking team.

18

Provisional Referee Course
How the game is played
Goal Kick

To restart play, the ball is placed anywhere within the goal area.

Local rules of competition - All opposing players must be on the defensive half of the field until the ball is in play.

The ball is in play as soon as it is kicked and clearly moves.



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Provisional Referee Course
How the game is played
Corner Kick

A corner kick is a method of restarting play and is awarded to the attacking team when the ball crosses the goal line, without a goal being scored, when last touched by a player from the defending team.

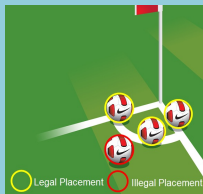
A goal cannot be scored directly from a corner kick (Local rules of competition)

20

Provisional Referee Course
How the game is played
Corner Kick

Procedures

- The kick is taken from the corner arc nearest to where the ball crossed the goal line.
- The ball is placed within or on the corner arc and the ball is in play once it is kicked and clearly moves.
- The kicker is not allowed to touch the ball again until it has touched another player.
- All defending players must be at least **six yards** from the corner arc until the corner kick is taken (local rules of competition.)



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Provisional Referee Course
What Players Do



What players do covers two specific areas, fouls and misconduct.

1

Provisional Referee Course
What Players Do

Fouls

A foul is an unfair or unsafe action that meets the following criteria:

1. the action is committed by a player
2. against an opponent or the opposing team
3. on the field of play, may occur off the field
4. while the ball is in play.

If these four requirements are not met, the unfair or unsafe action cannot be a foul, but it may still be misconduct.

2

Provisional Referee Course
What Players Do

Fouls

There are two types of fouls, and each type reflects the kind of restart used.

A **direct free** kick is awarded if one of the direct free kick fouls is committed.

A goal can be scored directly from the taking of the restart.

An **indirect free** kick is awarded if a player commits one of the indirect free kick fouls.

The ball must be touched by another player before a goal can be scored from an indirect free kick.

3

Provisional Referee Course
What Players Do

Direct Kick Fouls

The ten direct free kick fouls are separated into a group of seven actions and a group of three actions.

For the first seven of the ten direct free kick fouls, the referee must determine if the action has been committed carelessly, recklessly or with excessive force.

4

Provisional Referee Course
What Players Do

Direct Kick Fouls

Careless \ adj 1: unconcerned, indifferent 2: not showing care.

Reckless \ adj 1: lacking caution: rash syn: headlong, hasty.


Excessive \ adj 1: going beyond the usual, necessary, or proper limit or degree.

Force \ adj 1: strength or power exerted upon an object.

5

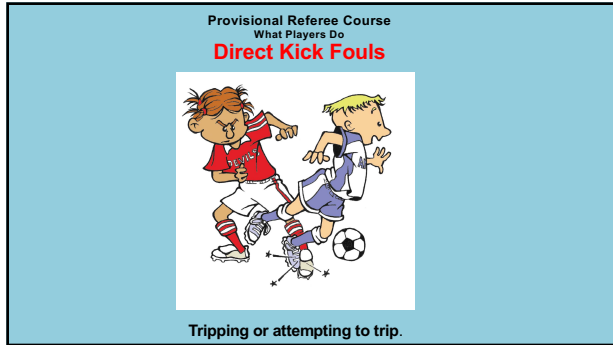
Provisional Referee Course
What Players Do

Direct Kick Fouls

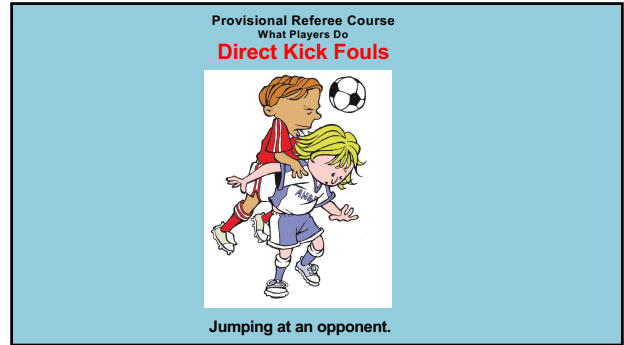


Kicking or attempting to kick.

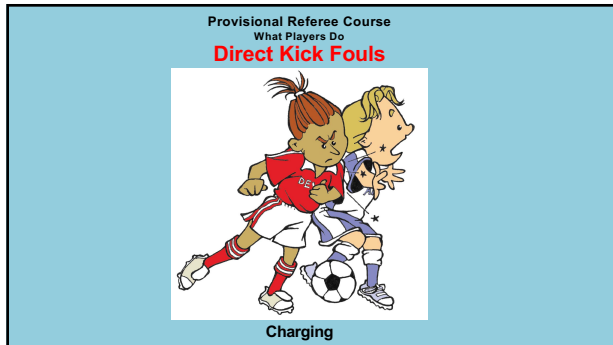
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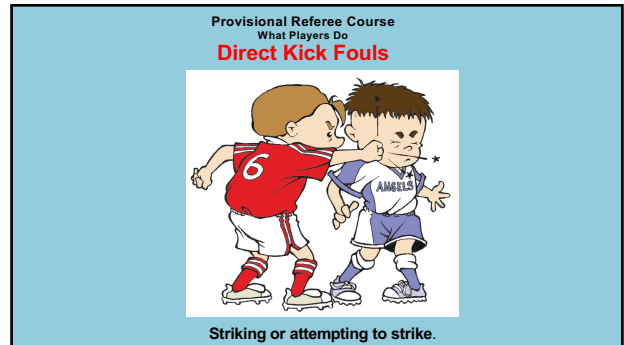
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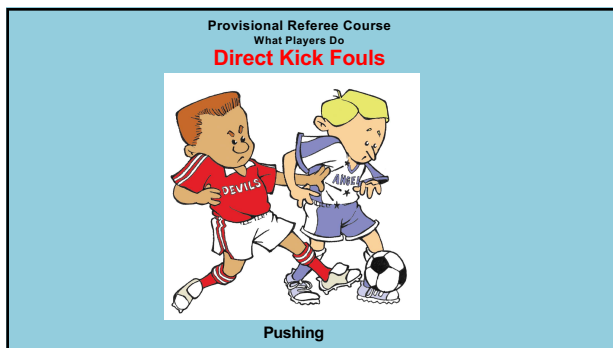
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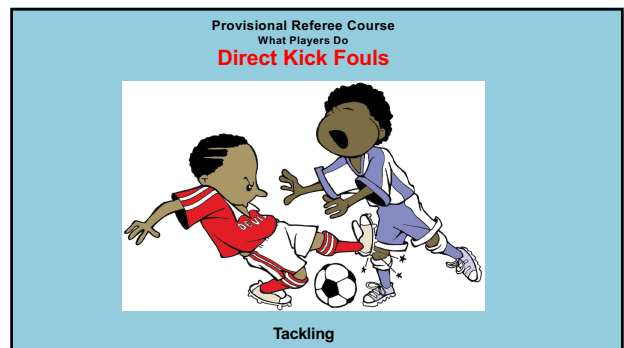
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10



11



12

Provisional Referee Course
What Players Do

Direct Free Kick Fouls

Most direct free kick fouls committed during small sided will qualify as careless and are typically the byproduct of players who are still developing and learning the game.

When a player commits one of these seven direct free kick fouls carelessly, referees should not hesitate to stop play to promote a safe environment for the players.

13

Provisional Referee Course
What Players Do

Direct Kick Fouls

Referees must also be aware that certain actions and behaviors should be punished more severely when appropriate.

If a player commits one of these fouls in a reckless manner, the player should be cautioned and issued a yellow card.

If a player commits one of these fouls using excessive force, the player should be issued a red card and sent-off.

14

Provisional Referee Course
What Players Do

DFK Fouls


For the final three direct free kick fouls, the referee does not have to determine if the actions were committed carelessly, recklessly or with excessive force.

These fouls need only happen for the referee to take action and they include:

15

Provisional Referee Course
What Players Do

Direct Kick Fouls




Holding, this includes holding any part of an opponent's body or uniform.

16

Provisional Referee Course
What Players Do

Direct Kick Fouls




Spitting or biting

17

Provisional Referee Course
What Players Do

Direct Kick Fouls



Deliberately Handling The Ball

18

Provisional Referee Course
What Players Do

Indirect Free Kick Fouls

Indirect free kick fouls are also separated into two groups.

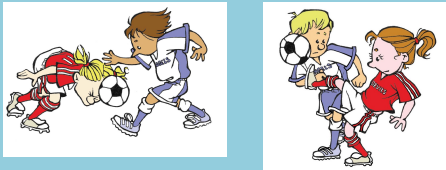
There are four fouls committed by field players and four fouls specifically committed by a goalkeeper.

Because goal keepers are not used in 3v3 and 4v4 games offence committed by the goalkeeper will not be discussed

19

Provisional Referee Course
What Players Do

Indirect Free Kick Fouls

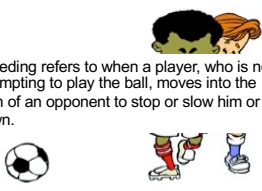


Playing in a dangerous manner

20

Provisional Referee Course
What Players Do

Indirect Free Kick Fouls



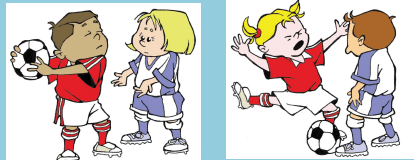
Impeding refers to when a player, who is not attempting to play the ball, moves into the path of an opponent to stop or slow him or her down.

Impeding the progress of an opponent.

21

Provisional Referee Course
What Players Do

Indirect Free Kick Fouls



Committing any offense not specifically listed in Law 12.

22

Provisional Referee Course
What Players Do

Indirect Free Kick Fouls

Local rules of competition
Indirect Free Kicks

When a player **deliberately** heads the ball in a game, an indirect free kick (IFK) will be awarded to the opposing team from the spot of the offense.

If the deliberate header occurs within the goal area, the indirect free kick should be taken on the goal area line parallel to the goal line at the point nearest to where the infringement occurred.

For non-deliberate heading, play should continue.

The referee will allow players to leave the field to be evaluated by coaches and/or onsite medical staff if there is a suspected head injury.

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Provisional Referee Course
What Players Do

Indirect Free Kick Fouls

Local rules of competition
Indirect free Kicks

Slide Tackling, an indirect free kick is awarded to the opposing team if a player slide tackles this include to score a goal.

24

Provisional Referee Course
What Players Do
Misconduct

Unlike the specific requirements for a foul, misconduct can occur at any time, at any location and by any player or substitute.

When misconduct takes place, the referee is responsible for taking action and issuing either a yellow or red card based on the offense.

Yellow and red cards not issued to players at the PreK / Kindergarten Divisions and 1st Grade Division level.


Misconduct is often absent in the small sided and recreational youth game, but referees must be aware of these offenses to make sure the Laws of the Game are properly enforced.

25

Provisional Referee Course
What Players Do
Misconduct - Yellow Card

The cautionable offenses that can result in a yellow card include

- Unsporting behavior
- Dissent**
- Persistent infringement
- Delaying the restart of play
- Failure to respect required distance
- Entering or reentering without permission
- Deliberately leaving without permission



26

Provisional Referee Course
What Players Do
Misconduct - Red Card

The seven sending off offenses that can result in a red card include

- Serious foul play
- Violent conduct
- Abusive language**
- Spitting
- Denying goal scoring opportunity with hand
- Denying goal scoring opportunity with foul
- Receiving second yellow card in same game



27

Provisional Referee Course
What Players Do
Coaches

The Laws of the Game allow team officials to be shown cards for misconduct, if play is stopped for the purpose of dealing with a coach or other team official who is acting irresponsibly.

Play is resumed with a dropped ball from the location of the ball when play was stopped.

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**Provisional Referee Course
The Referee**

The referee has the full authority to enforce the Laws of the Game and this authority is separated into powers and duties.

Powers are the things referees have the authority to do when then think they are needed.

Duties are the things referees are required to do according to the Laws of the Game.

1

**Provisional Referee Course
The Referee
Powers**

Powers give referees the authority to do several different things.

Referee are empowered to stop, suspend or terminate the match for any infringements of the Laws of the Game.

For example, if a player commits a foul the referee has the authority to stop the match.

The referee can also stop, suspend or terminate the game due to outside interference at any time which includes bad weather.

2

**Provisional Referee Course
The Referee
Powers**

Remember that player safety is paramount for referees.

Referees have the power to stop the match if the player is seriously injured so that the injured player can get medical attention.

The referee also may let the game continue until the ball goes out of play if the referee believes that a player is only slightly injured.

It is important to remember that *referees working small sided should always error on the side of caution and stop whenever a player appears to be hurt.*

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**Provisional Referee Course
The Referee
Powers**

Taking disciplinary action refers to a referee using yellow and red cards.

Yellow and red cards not issued to players at the PreK / Kindergarten Divisions and 1st Grade Division level.

The referee has the option to stop the game and issue a card whenever needed but they can also allow play to continue and issue a card before play resume after the following stoppage.

If the referee does not deal with this at the next stoppage of play and play is restarted the disciplinary action for that offence is lost.

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**Provisional Referee Course
The Referee
Powers**

It is also important that referees understand they *have the power to deal with coaches or any other team official who behaves in an irresponsible manner.*

Using the ask, tell, dismiss approach is a powerful tool referees can use to manage coach behavior.

When a coach is behaving irresponsibly, this approach involves asking him or her to stop.

If the behavior continues, the referee should then tell him or her to stop and then issue a **yellow card**.

And if the coach still continues to behave irresponsibly, the referee should show the coach a **red card** and dismiss the coach from the game.

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**Provisional Referee Course
The Referee
Duties**

The first duty of every referee is to enforce the Laws of the Game.

This is paramount to ensuring players safety and that game is fair and enjoyable.

The referee is also required to ensure that the ball and player's equipment meet the requirements of the Law and are safe for play.

If and when the referee stops the game, he or she must restart play in accordance with the reason it was stopped.

This means the referee is required to indicate and use the correct restart to resume play.

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Provisional Referee Course
The Referee
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Provisional Referee Course
The Referee
Duties

The referee must also keep time for the match and record all relevant information based on what happens during the game.

This can include things such as, recording who scored and at what times the goals came at or reporting what players were cautioned or sent-off.

It is important to remember that **the referee is the official keeper of both the time and the facts associated with the game** and this information is important for any game report required by the local rules of competition.

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Provisional Referee Course
The Referee
Duties

With safety being the priority for all referees, any player that is bleeding or has blood on his or her uniform must leave the field.

The referee must also make sure that that bleeding has been stopped and that no blood is on the player's uniform before the player can be allowed to re-enter the game.

If a player commits multiple offenses, the referee must punish the player for the more serious of the offenses.

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Provisional Referee Course
The Referee
Duties

The final duty of the referee is make sure that only authorized persons enter the field of play.

Unless called onto the field by the referee, it is important to remember that persons such as coaches, substitutes, and spectators cannot enter the field.

Remember that **the referee has total responsibility for the game so and he or she must ensure these duties are carried out.**

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Provisional Referee Course
The Referee
Decisions

Referees are required to make lots of decision during the course of a game.

These decisions will determine the facts associated the game and that is why referee must keep an accurate record of what the players do during the game.

Referees, just like players and coaches, are not perfect and mistakes will be made

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Provisional Referee Course
The Referee
Decisions

It is important for all referees to remember that they can change an incorrect decision so long as they have not yet restarted the game.

A good example of this is when a referee signals in the wrong direction for a throw-in.

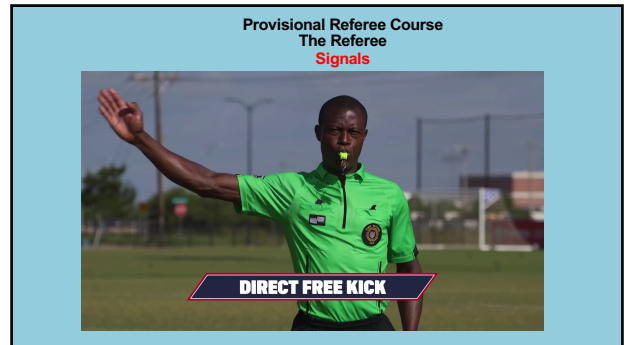
If the referee realizes this he or she can correct the signal so long as the throw-in has yet to be taken.

When the referee changes a decision, it is important that he or she explains this and makes it clear to all the players on the field that a correction has been made

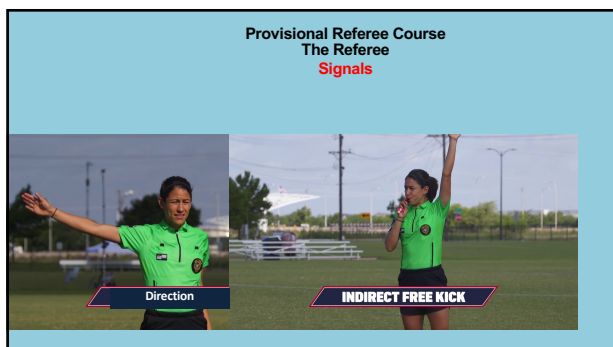
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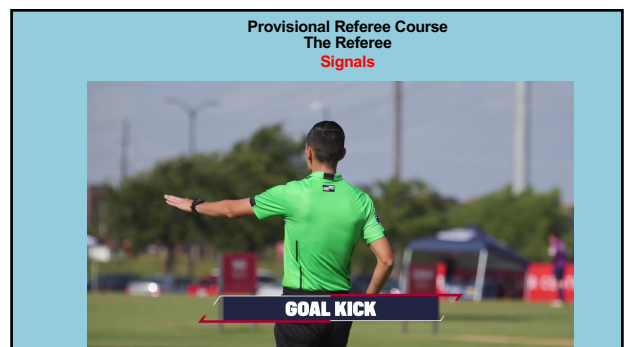
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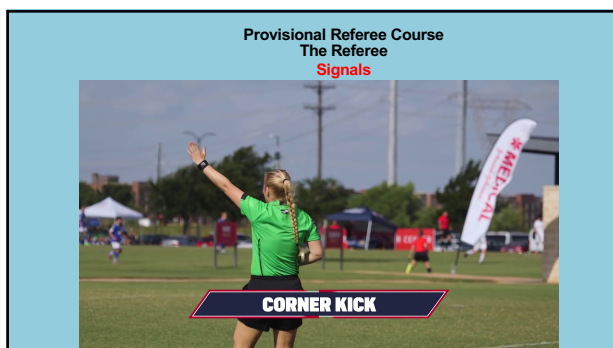
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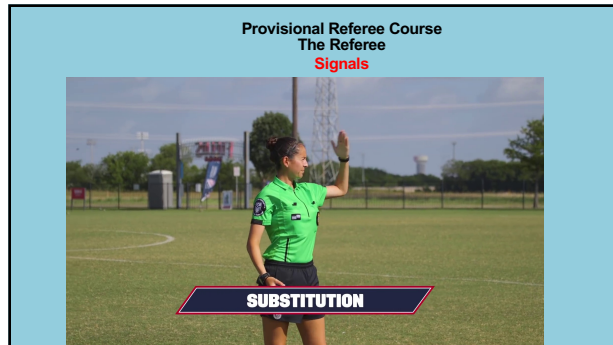
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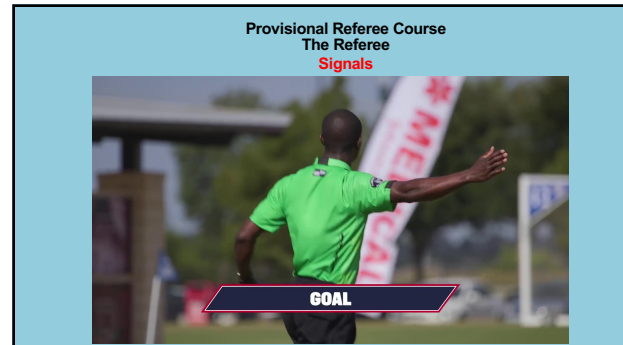
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Provisional Referee Course
The Referee
Whistle

In addition to signaling, referees must also use their whistle to communicate during the game.

Referees are required to whistle before every kick-off, penalty kick and free kicks where the referee has delayed the restart.

The referee is also required to blow the whistle to stop play for a free kick, a penalty kick, when a period of play has ended, and for a game that is suspended or abandoned.

The whistle must also be used to restart play anytime following a yellow card or red card for misconduct, an injury or a substitution.

The whistle is not needed to stop play for a throw-in, goal kick or corner kick

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Provisional Referee Course
The Referee
Whistle

A whistle is also not needed to restart play from a throw-in, goal kick or corner kick.

The referee does not have to whistle for a free kick restart unless they have involved themselves in the restart

Also note that a whistle is not needed when performing a dropped ball restart.

Except where required, whistling should be held to a minimum so that, when it is truly needed to gain the attention of players, the whistle is more likely to have the desired impact.

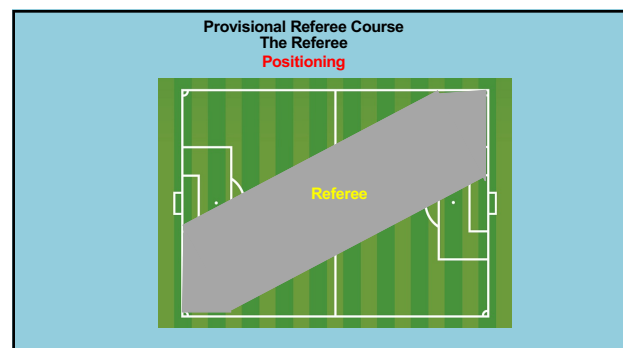
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Provisional Referee Course
The Referee
Positioning

The referee must be in the best position and close to play to make the correct decision.

In order for referees to be in the best position and close enough to play to make the correct decision, they need to be **flexible** and vary their position by using the diagonal system of control.

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Provisional Referee Course
The Referee
Positioning

You should also keep an appropriate distance from play that balances the need to make a decision without interfering with the movement of the players and ball.

Proper positioning is something that can take time to develop so referees should be mindful of these basic guidelines as they work to gain more experience

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Provisional Referee Course
The Referee
Management

When managing the team areas and dealing with coaches, referees should employ the ask, tell, dismiss approach.

Referees are encouraged to deal with any issues right away to make sure the proper expectations are being set and enforced.

Whenever dealing with coaches, referees should always remember to **be professional and use a respectful tone regardless of how a team official is behaving.**

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Provisional Referee Course
The Referee
Management

Spectators

- Parents and fans are expected to have a good time and support their team
- Parents and fans are not expected or allowed to abuse
 - Referee team
 - Players

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Provisional Referee Course
The Referee
Prior to the Game

A. Arrival at the field at least 30 minutes prior to the kick-off.

B. Inspection of the Field - upon arrival at the field.

C. Fifteen Minutes Before Kick-off

- Check-in players and inspect players' equipment and obtain match ball from home team.

E. Prior to Kick-off

- Carries out the match ball.
- Conducts the coin toss.

D. Thirty Seconds Before Kick-off - Referee

- Supervises the clearing of the field.

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Provisional Referee Course
The Referee
Management

Spectators

If there are issues with spectators, referees should enlist the support of the coaches.

Referees should ask for the appropriate coach to speak with the offending spectators and let him or her know that if the behavior continues, the game will not.

If a spectator refuses to change his or her behavior after taking this first step, referees should request that the coach ask the spectator to leave the area.

If the spectator doesn't leave as requested, or if there continues to be constant spectator issues, the referee should end the game.

Based on the local rules of competition, referees should report this information and the reason for having to terminate the game to the appropriate competition authorities.

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