



SECTION 1 EXTRA WEST CIRCUIT

PROGRAM GUIDELINES

2016-2017

Guidelines for a more competitive youth soccer program

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1) SCOPE

The following guidelines were developed to offer direction for the circuit play outside of each Regions EXTRA guidelines and are designed to achieve the highest degree of sportsmanship in keeping with the AYSO philosophy, and to give all players, coaches and spectators the opportunity to participate in a wholesome environment.

2) APPLICATION OF AYSO PHILOSOPHIES

The Section 1 EXTRA West Circuit must comply with the Six Philosophies of AYSO as follows:

- **EVERYONE PLAYS** – We mandate that each player from the teams participating must play at least one half of said game.
- **BALANCED TEAMS** – Each year new teams must be formed. If a Region has more than one team, gender/age bracket, in EXTRA, these teams must be balanced.
- **OPEN REGISTRATION** – Any player may try out for the EXTRA program in the Region they register in. All player try out opportunities shall be widely advertised to all potential players.
- **POSITIVE COACHING** – Only the highest caliber of properly trained coaches are to be recruited by a Region to ensure the best experience possible for the players of a team.
- **GOOD SPORTSMANSHIP** – All players, coaches, parents, and other AYSO volunteers in the EXTRA program are expected to adhere to the highest standard of positive conduct and sportsmanship.
- **PLAYER DEVELOPMENT** – By recruiting the highest caliber of properly trained and certified coaches, each player has a greater success in achieving a higher level of development in the Section 1 EXTRA West Circuit program.

3) JURISDICTION

The Section 1 EXTRA West Circuit is a primary program and shall be conducted in accordance with the current AYSO National Rules & Regulations, Bylaws and National Policies; the current FIFA Laws of the Game (AYSO Addition); AYSO EXTRA Program Guidelines, Section 1 Guidelines; and the guidelines contained herein.

The Section 1 EXTRA West Circuit falls under the jurisdiction of the AYSO Section 1 Extra Guidelines and the Circuit Coordinator and their designee(s), who will be responsible for providing general administrative oversight and direction of the program, to include managing dispute resolution/discipline. The Circuit Coordinator with the oversight of the Area Directors participating within the circuit will appoint staff to assist in managing the program.

Each participating Region/Area in the Section 1 EXTRA West Circuit is responsible for overseeing/verifying that the EXTRA program requirements are met as they pertain to player eligibility, coach eligibility, board member training, team formation, field support and referee support by those Regions/Areas participating within the EXTRA program.

Each Region/Area will ensure that appropriate monitoring and measurement reports, as established by the AYSO Section 1 Guidelines and the National Board of Directors (NBOD) under the EXTRA Pilot Program, are completed and submitted as requested. Authorization to continue participation in the EXTRA Program is subject to completion and timely submission as requested.

4) PROGRAM MANAGMENT

The EXTRA Program will be operated and administered by Section 1 EXTRA West Circuit and those Areas participating in the program.

The Area Directors will oversee in the staffing requirements on the Playing Circuit level, at minimum to include the designation of a Circuit Coordinator. The Circuit Coordinator along with the Area Directors will determine the management positions of the Section 1 EXTRA West Circuit as they feel necessary. Some suggested management positions might include the following, under direction of the EXTRA Coordinator:

- Division Coordinators
- Due Process Chair
- Referee Administrator
- Division Schedulers
- Division Statisticians

5) FINANCES

The Section 1 EXTRA West Circuit is a primary program, and therefore, Region funds must be used to support the Circuit Program activities. The circuit will establish a checking account that funds from the Regions will be deposited into and an existing Treasurer with the proper AYSO training and certification will be utilized. The circuit will utilize the NAP accounting system to manage the account in accordance with AYSO's Rules & Regulations, Bylaws and National Policies.

Financial reports, including budgets and other reports will be available to the next higher executive member(s) and RC's upon their request.

6) PLAYER ELIGIBILITY AND PARTICIPATION

Each Region/Area participating in the Section 1 EXTRA West Circuit is responsible for his/her Region's compliance with established player eligibility requirements. Player eligibility, as pertains to age requirements to participate in a specific gender/age bracket, is defined in the AYSO National Rules & Regulations.

As defined by AYSO National Rules & Regulations, the Section 1 EXTRA guidelines require "Side-by-Side" play. Therefore, a player may not play on another AYSO standard primary program team during the same season as playing on an EXTRA team.

Guest players, outside players and loan players are strictly prohibited. Any team using a player that is not on their official AYSO approved roster will forfeit all games in which this player participates.

Placing/playing an ineligible player on a team may result in the expulsion of the player, coach, and/or the entire team from the EXTRA Program, or such other disciplinary action as deemed appropriate by the Circuit Coordinator and or their designees in accordance with the AYSO due process procedures. The Circuit Coordinator and or their designee shall also determine the extent of culpability with the possibility of additional sanctions being administered as well.

7) COACH ELIGIBILITY (COACH & ASSISTANT COACH)

Coaches that are approved by their Regions must meet the required training and certification standards of the Section 1 EXTRA guidelines which state that a current volunteer application is on file with National, have taken/passed AYSO's Safe Haven and completed the CDC concussion training. Coaches must have the following training to coach a specific division:

- U9 – U12 Coach Required
- U10 – U12 Coach Required
- U11 – U12 Coach Required, Intermediate Coach recommended (required for MY 17)
- U12 – U12 Coach Required, Intermediate Coach recommended (required for MY17)
- U13 – Intermediate Coach Required, Advance Coach recommended (required for MY 17)
- U14 – Intermediate Coach Required, Advance Coach recommended (required for MY 17)

8) REFEREES AND OFFICATING

Regions must provide an adequate number of referees who are capable of supporting the various gender/age brackets of teams participating in this program. The hosting Regions are responsible for furnishing referee coverage for the Section 1 EXTRA West Circuit games. Regional Commissioners are

to attest to compliance with Area concurrence. The Circuit Referee Administrator will monitor such compliance.

Referees and Assistant Referees participating in the EXTRA Program should be of excellent character..Referees should have the following training to referee a specific division:

U9 – Regional Badge and minimum of one year of officiating

U10 – Regional Badge and minimum of two years of officiating (Intermediate recommended)

U11 – Intermediate Referee (Advanced recommended)

U12 – Intermediate Referee (Advanced recommended)

U13 – Advanced referee (National recommended)

U14 – Advanced referee (National recommended)

Referees shall be a minimum of two years older than the oldest players in the gender/age bracket to which they have been assigned.

All Section 1 EXTRA West Circuit games shall be officiated using the Diagonal System of Control, i.e. one referee and two assistant referees. The Dual (two-man) System of Control is **NOT** allowed. The use of “club linesmen” is discouraged. When an insufficient number of assistant referees are available Club linesman shall only call the ball in, and out of play.

Regional Referee Administrators shall assign “neutral” referees of appropriate skill and ability to all Section 1 EXTRA West Circuit games.

Regions failing to provide qualified and appropriate referees will not be allowed to participate in the MY17 EXTRA program.

9) FIELDS

Regions must provide an adequate number of fields to support the program. Fields/equipment need to be age appropriate. Participating Regions are responsible for properly preparing all fields used. Field set-up and take-down is the responsibility of the hosting Region and the first and last scheduled teams on each field. Failure to provide appropriate fields will result in regions not being allowed to participate in the MY17 EXTRA program.

10) PROGRAM STRUCTURE

In the Section 1 EXTRA West Circuit, the program will operate in a “Side-by-Side” mode so as not to overwhelm players and parents with multiple team practice and game commitments. The Section 1

EXTRA West Circuit will be organized around single year gender/age brackets starting from U09 through U14, as follows:

- U09
- U10
- U11
- U12
- U13
- U14

Additionally on an exception basis, a Regional Commissioner with the concurrence of the Area Director may approve a player(s) to play up one year. The age of the oldest player on the roster will determine the gender/age bracket placement. A player may not play up two years.

Section 1 EXTRA West Circuit teams will be balanced if more than one team is formed in a participating region.

During the season, teams will usually compete in a 10 to 14 game schedule. Depending on the number of teams, brackets or pools may need to be created. The teams will compete for a championship based on their record during the season. Playoff seeding will be determined based on the number of teams in a division. The number of teams that advance to the playoffs could vary year to year based on different factors, i.e. number of teams participating in a division and availability of fields just to name a few.

11) TEAM FORMATION

Regional Commissioners shall approve the number of teams participating from each of their regions.

Participating Regions are allowed to enter teams, utilizing a short sided game format as follows:

- U9 – 7v7 with maximum roster of 10 players
- U10 – 7v7 with maximum roster of 10 players
- U11 – 9v9 with maximum roster of 12 players
- U12 – 9v9 with maximum roster of 12 players
- U13 – 11v11 with maximum roster of 15 players
- U14 – 11v11 with maximum roster of 15 players

The determination of the appropriate number of EXTRA Program teams in a gender/age bracket should be based on the population of the gender/age bracket within a Region, the effect the creation of the teams will have on the standard primary program, field availability, age appropriate coach and referee

support, and the effect of the program team wide balancing.

Regions may **NOT** have more EXTRA Program teams gender/age bracket than they do in a standard primary program gender/age bracket.

12) TEAM ROSTERS & ID CARDS (COACHES, ASSISTANT COACHES & PLAYERS)

Unsigned preliminary team rosters (in eAYSO format) including the names of the players and names/certifications of the coaches must be received by the Division Coordinator and the Area Director no later than July 31. Final rosters are due on Wednesday before the first game, and shall include:

- Region and gender/age bracket identification;
- Coach and Assistant Coach names, AYSO ID number, cell phone numbers, email address(es), coach training level, Safe Haven certification date and CDC Concussion Training.
- Player information: AYSO ID number, jersey number (numerical order), name, address, phone number and birth date;
- Signature of the Regional Commissioner verifying players and coaches and confirming appropriate player registration and coach volunteer status, training and certification.

Subsequent to the Wednesday before the first game, revision to rosters may only occur if the total number of permanent players listed on the roster drops to one more than the number of field players permitted in the applicable gender/age bracket. At that point, the team will be allowed to add one (1) player. This player cannot be drafted from another AYSO team whose season is still in progress. Additional players must be approved by the Regional Commissioner and the Area Director.

Revised rosters must be submitted by the Regional Commissioner to the Area Director for appropriate authority prior to the new team member participating in a game. No registration or placement of players shall be accepted after October 31 of the calendar year.

Coaches shall prepare ID cards for each participating Section 1 EXTRA West Circuit player and for a maximum of two coaches per team from the eAYSO database. The ID Cards shall bear the name, recent photo of the respective player or coach and the signature of the Regional Commissioner. ID cards must be laminated prior to first game of the season and shall bear a Region sticker on its reverse side.

Properly completed and laminated ID cards for all players and a maximum of two coaches and a team lineup card shall be presented to the Referee by each team prior to the start of each EXTRA game.

Coaches must wear ID Cards visibly on their person during all games. Cards may be clipped on jackets

or shirts, or worn on neck lanyards.

For each Section 1 EXTRA West Circuit team, the coaches must have a team roster, ID Cards and copies of AYSO Player Registration Forms (medical release forms) for each participating player as well as their own ID Card. These must be at all events (games, practices, scrimmages, parties, etc.) in which the team participates.

Referees may request team rosters or player registration forms (medical release form) and may use same as part of the pre-game/check-in process.

13) UNIFORMS

All uniforms and equipment will be in accordance with AYSO National Rules & Regulations.

Section 1 EXTRA West Circuit teams shall be provided by their Regions with uniforms similar to those provided to other primary program teams. A second “traveling jersey” is recommended. Regional funds are not to be expended for any additional player uniforms, warm-ups, backpacks, additional field usage needs, etc.

The Home team in a match is responsible for wearing uniform jerseys (or scrimmage vests) that clearly distinguish them from the other team.

The Referee is the final authority on the safety of any player’s uniform and equipment.

14) GAMES (PLAYING TIME, SCHEDULING, SCORING & STANDINGS)

Each player is required to play at least one half of each game.

The game schedule, scoring and standings for the Section 1 EXTRA West Circuit shall be posted on one main web site and it is recommended that each Area and Region have a link set up for viewing.

All games shall be played as scheduled (date, time and venue).

In case of games cancelled by adverse weather conditions (rain, poor air quality or Act of Nature), the Region or Area will reschedule the game to be played either prior to the end of the season or as soon after the end of season as can be arranged.

The applicable Regional Commissioners will sign off on the use of fields and referees for these make up games. All game scores will be reported to the Division EXTRA Program Statistician, who in turn, will report them to the Circuit Coordinator or their designee for posting. To allow flexibility in rescheduling games, the final standings will not be determined until one week after the last regularly scheduled games have been completed. This will allow for an additional week and weekend as an opportunity to make up games previously cancelled. The final standings will take into consideration the number of games played.

If either of the teams is not ready to play at the scheduled kick-off time, the Referee may allow a grace period of up to ten (10) minutes before canceling the game. A team not ready to play at the time shall forfeit the game. If a team does not show for a scheduled game, its opponent will be awarded a 1-0 victory by forfeit. The Circuit Coordinator or their designee may impose other sanctions if the forfeiting team gains an advantage by the forfeit.

The coaches, substitutes and spectators of the two teams watch the match from opposite sides of the field of play unless the Referee gives permission for them to be on the same side, in which case they will remain on separate ends of the field.

Home teams shall be on the north or west side of field. Teams and spectators will only be allowed in areas approved by the Referee. Coaches from both teams are responsible for reporting game scores to the Division EXTRA Program Statistician within 12 hours of completing a match. Scorekeeper contact information is available on the program website. The Referee is responsible for reporting all misconduct, including the cautions or send-off of players, coaches, or spectators or any other area of concern including unsafe conditions, etc., to the Misconduct Reporting email address within twenty-four (24) hours of the game.

The Misconduct Reporting System will make appropriate distribution of the Misconduct Report.

If the Referee terminates a game before completion because of actions by players, coaches and/or spectators, the outcome of the game will be determined by the administration of the program.

If the game termination is due to actions by both teams, or if it is undetermined, the game shall be deemed a forfeit by both teams, and no points shall be recorded in the standings.

If the game is suspended prior to completion due to inclement weather or any other unforeseen circumstances, the game score will stand as recorded by the Referee, provided one half or more of the regulation game time had been played at the time of suspension.

If less than one-half of the regulation game time had been played at the time of the game suspension, the game will be rescheduled and played in its entirety at a later date and time. If the game is not rescheduled for any reason, the game shall stand as a NOT-PLAYED game, irrespective of the score at the time of game suspension.

The format of play and determination of standings shall be based on the number of teams participating in a specific gender/age bracket and may include average points per game as a method of determining standings for brackets with an uneven number of teams and/or games played.

After each game is completed the coaches of each team and center referee

are responsible to reach out by text or email, no later than Sunday evening by 8pm to update the Division Statistician/Coordinator with the score of the game so that the website can be updated in a timely manner.

The Home Region of each game is responsible for providing the game cards to the specific Division Statistician/Coordinator for the age level of the game. The preferred method of communication is a scanned PDF of the front and back of the game card, emailed to the Statistician/Coordinator with the email subject being "Game Cards." This scan should be provided by no later than noon Wednesday of the week following a weekend game. Alternatively, the game cards can be physically mailed immediately on the Monday after the weekend too. Regardless of the method, if such information is not received by the Statistician by noon Friday, two points will be deducted from the home team of the game.

For standing in bracket play, points shall be awarded as follows:

- Win – 3 points
- Tie – 1 point
- Loss – 0 points
- Send Off – -1 points

Tie breakers for standings at the conclusion of pool play shall be as follows:

- Head-to-head play (outcome of the game involving the tied teams),
- Team with the lowest number of goals against,
- Goal differential: goals scored, less goals allowed, maximum differential of three (3) goals per game,
- Team with highest number of goals scored, maximum of three (3) goals per game (counting no more than three (3) goals more than their opponents in any game),
- Lowest point deductions for misconducts and send-offs,
- Coin toss.

15) PLAYER SUBSTITUTION

U09 - U14 games shall have a substitution opportunity midway through each half, at half time and in the event of injury. The half time break will be five (5) minutes.

16) PRACTICE/TRAINING

Teams are **NOT** permitted to begin practice or engage in any training activity prior to August 1st for the Fall Season. Once formed, only registered players on the official roster are permitted to participate in team training

17) VACANCY POLICY

Please reference Section 12 “Team Rosters and ID Cards” relative to circumstances under which player additions are permitted or allowed. No EXTRA Program player may be transferred from one EXTRA team to another once the season has started, without the consent of the player, the player’s parents, both coaches involved, the Regional Commissioner, Area Director and Circuit Coordinator.

18) MISCONDUCT, DISCIPLINE & DISPUTE RESOLUTION

All participants (players, coaches and spectators) are subject to FIFA rules as modified by AYSO Rules, Regulations and Policies, Section One Rules and these Western Circuit Rules regarding the disciplinary actions set forth below.

It is the responsibility of the Referee in Section 1 EXTRA West Circuit games to submit a written Misconduct Report to the Dispute Resolution Coordinator within 24 hours after the conclusion of the game at which the offense occurred.

There is no mandatory “cooling off” period for cautioned players. It is recommended that, at the coach’s request and with the Referee’s permission, a cautioned player, or any player having difficulty controlling his/her emotions, may be temporarily removed from the game at the earliest opportunity

The Referee must also report any behavior by coaches and/or spectators on or off the field that seriously interferes with the game and/or proper standards of conduct.

Should a player, coach or spectator be sent from the field (verbally or by a red card) **BEFORE OR DURING** a game, they will be suspended from the remainder of that game and the next subsequent game actually played.

Should a player, coach or spectator be sent from the field (verbally or by a red card) **FOLLOWING** a game, they will be suspended from the next two subsequent games actually played.

If a player, coach or spectator has a game, or multi-game, suspension remaining at the end of the Section 1 EXTRA West Circuit Season, that player, coach or spectator must sit out any actually played EXTRA

playoff games until the game(s) suspension(s) has (have) been completed.

After a player, coach or spectator is sent from the field, the referee MAY SUSPEND the game until that person has COMPLETELY left the area (out of sight and sound). The suspended player, coach or spectator is NOT ALLOWED to return to the field after the game is finished, nor is that person allowed to be present at the team's next played game or games depending on the length of their suspension (don't come to the field - stay at home!).

Suspended players not accompanied by a parent will remain with their team, but separated from teammates, remain completely quiet and not participate in any post game activities (celebrations, handshakes, etc.). The enforcement of these requirements will be the responsibility of the coach.

Players, coaches and spectators who are suspended pursuant to the automatic penalties set forth in paragraphs above are not permitted to attend any game(s) during the period of the suspension. Should the player, coach or spectator violate the "out of sight and sound" requirement, the game may be suspended and after a reasonable time, terminated.

The Section 1 EXTRA West Circuit disapproves of any form of abusive language, which is intended or designed to embarrass, ridicule or demean others under any circumstances including on the basis of race, religion, gender or national origin. Players, coaches or spectators who resort to this behavior will be sent from the field (receive a red card). This applies from the time the person arrives until the person leaves the playing campus, which includes the parking area.

In addition to the automatic penalties imposed in paragraphs above, persons sent from the field (receive a red card), or who are determined to have performed conduct contrary to AYSO philosophy occurring before, during or after a game may be suspended or expelled from further AYSO participation for an additional period of time. In such circumstances, the game referees shall prepare an incident report and shall submit such report to the Due Process Coordinator or their designee.

The Due Process Coordinator, with the assistance of the Circuit Director and Area Directors shall review all inter-Regional disciplinary issues. Any disciplinary action taken shall be, if at all possible, communicated within 96 hours of the game in which the incident occurred. In such cases where it is determined to impose additional sanctions on the affected person without convening a Due Process Review Board, the affected person may also request that a Due Process Review Board is convened.

If a Due Process Review Board is convened, the process will be handled by the Due Process Coordinator. The Due Process Review Board shall be made up of three or more neutral volunteers. The date of the hearing will be set after considering the availability of the hearing board members and other witnesses. The Due Process Review Board will review all evidence related to the incident, although the referee(s) report and event information will be the primary evidence used by the Due Process Review Board. Based on its review of the information submitted, the Due Process Review Board shall recommend to the Due Process Coordinator any additional discipline that they feel is appropriate as a result of the incident. The Coordinator has the sole discretion to make the final decision regarding any such additional disciplinary action, but may seek input from the Circuit Area Directors. In all cases, persons subject to the provisions of this paragraph shall be suspended from further AYSO participation

until such time as the Coordinator has rendered a final decision (with or without a Due Process Review Board) AND the person has satisfied all obligations imposed by the Section 1 EXTRA West Circuit.

ANY PERSON WHO IS SENT OFF FOR VIOLENT CONDUCT WILL BE INELIGIBLE FOR THE WEST CIRCUIT PLAYOFFS, SECTION PLAYOFFS AND STATE PLAYOFFS.

The Circuit Coordinator or their designee will publish a weekly Misconduct Report Summary – distribution to the Area Director, Area/Regional Referee Administrators, Regional EXTRA Program Coordinators and Regional Commissioners. This report will list all cautions, send-offs and information on other reports submitted by Referees and shall also list those suspensions that are to be served (by gender/age bracket, player name, coach name, date and location).