

Team Official Meeting
U11

Outdoor 2024



Governance of Soccer



www.canadasoccer.com



www.albertasoccer.com



www.emsamain.com

www.emsasouth.com





EMSA South Board of Directors

Joe Herlein
President
Email: joe.herlein@gmail.com

Tyler Hannah
1st Vice President
Email: tyler.hannah_8@hotmail.com

John Stewart
2nd Vice President
Email: pastpresident@beaumontsoccer.com

Angie Sych
Registrar & Executive Director
Email: angie@emsasouth.com

Heather Manchester
Admin Assistant
Email: admin@emsasouth.com

Kirsten Nelson
Office Assistant
Email: office@emsasouth.com

Candace Sargeant
Treasurer
Email: dcsarg@hotmail.com

Ryan Orr
Community Chair
Email: communitychair@emsasouth.com

Cindy Breadner
Equipment Director
Email: equipment.mwsa@gmail.com

Ricardo Lodhar
MW Area Referee Director
Email: rlodhar9@telus.net

Josh Viste
SE Area Referee Director
Email: ref.sesoccer@gmail.com

Teresa Kehoe
SE Field Assignor
Email: mtkehoe@telusplanet.net

Kyle Denam
Selects FC Director
Email: selectsfc@emsasouth.com

Jorge Rojas
Grassroot Technical Director
Email: coachjorgerojas@gmail.com

Tournament Chairperson
Email: tournament.mwsa@gmail.com

Heather Manchester
Casino Chairperson
Email: socceroffice@millwoodssoccer.ca

Balbir Deol
Volunteer Chairperson
Email: volunteercoordinator.mwsa@gmail.com

Ricardo Lodhar
Merchandising Director
Email: rlodhar9@telus.net

Stephen Andrews
Member at Large
Email: stephenandrews0305@yahoo.com

Erin Brown
Member at Large
Email: erinbrown@yahoo.com

<https://emsasouth.com/about/board-of-directors/>

EMSA South Age Director

- Volunteer
- Acts as liaison between the Zone Board and the communities on matters pertaining to the respective age group.
- Main contact for Coaches: Address any issues with your Age Rep or Community Rep first.
- Assist in team formation and issues resolution.

EMSA South Age Directors

AGE REPS

Kirsten Nelson & David Moawad

MW Area

U4 & U5 Boys and Girls

Email: office@emsasouth.com

dmoawad03@gmail.com

Tannis Tulis – SE Area

U5 & U7 Boys and Girls

Email: ritchie@emsasouth.com

Erin Brown – MW Area

U7 Boys and Girls

Email: erinbrown@yahoo.com

Roger Pelletier – MW Area

U9 Boys and Girls

Email: rcpelletier@shaw.ca

Shelley Svidal – SE Area

U9 Boys and Girls

Email: capilanosoccer@shaw.ca

Lindsay Leduc – MW Area

U11 Girls

Email: leducfam@outlook.com

Stephen Andrews – MW Area

U11 Boys

Email: stephenandrews0305@yahoo.com

David Bucknell – SE Area

U11 Boys and Girls

Email: rec@strathearnc1.org

Ryan Orr & Matthew Moawad

MW Area

U13 Boys & Girls

Email: communitychair@emsasouth.com

matthewmoawad01@gmail.com

Corey Wispiski – SE Area

U13 Boys and Girls

Email: cwispinski@hotmail.com

Stephen Andrews – MW & SE Area

U15 Boys and Girls

Email: stephenandrews0305@yahoo.com

Angie Sych – MW & SE Area

U17/U19 Boys and Girls

Email: angie@emsasouth.com

Kyle Denam

Selects FC Director

Email: selectsfc@emsasouth.com

EMSA South Community Reps

COMMUNITY REPRESENTATIVES

Ryan Orr
Community Chair
Email: communitychair@emsasouth.com

Boris Vajsabel
Avonmore Representative
Email: sports@avonmore.org

Martin Carnegie
Beaumont Representative
Email: president@beaumontsoccer.com

Ian Gray
Bonnie Doon Representative
Email: soccer@bonniedoona.ca

Roger Pelletier
Burnewood Representative
Email: rcpelletier@shaw.ca

Shelley Svidal
Capilano Representative
Email: capilanosoccer@shaw.ca

Jenn Parsonage
Ellerslie Representative
Email: president@ellersliecommunityleague.com

-

Leslie Krukoff
FT Heights Representative
Email: soccer@forestterrace.org

Kyle Jarvis
Fulton Meadows Representative
Email: kjcoz87@gmail.com

Richard Hedley
Holyrood Representative
Email: rwedley@gmail.com

Ryan Orr
Horizon Representative
Email: communitychair@emsasouth.com

Cindy Breadner
Knottwood Representative
Email: cindy.breadner@gmail.com

Lindsay Leduc
Lakewood Representative – (acting)
Email: leducfam@outlook.com

Deanne Whalen
Laurel Representative
Email: programs@laurelcl.com

Erin Brown
Leefield Representative – (acting)
Email: erinbrown@yahoo.com

Stephen Andrews
Meadows Representative – (acting)
Email: stephenandrews0305@yahoo.com

Jorge Rojas
Millhurst Representative
Email: coachjorgerojas@gmail.com

VACANT
N. Millbourne Representative – (acting)
Email: ed.mwsa@millwoodssoccer.ca

Corey Wispinski
Ottewell Representative
Email: cwispinski@hotmail.com

Candace Sargeant
Ridgewood Representative
Email: dcsarg@hotmail.com

Tannis Tulis
Ritchie Representative
Email: ritchie@emsasouth.com

Raelene McCallum
Southwood Representative
Email: mccallumraelene@gmail.com
Jennifer Costigan and Cheryl West-Hicks
Strathcona Representative
Email: soccer@strathconacommunity.ca

David Bucknell
Strathearn Representative
Email: rec@strathearncl.org

Bob Graham
Woodvale Representative
Email: bob.graham@albertahealthservices.ca

EMSA South Staff



Angie Sych

Executive Director/Registrar

Ph: 780-468-5233 ext 1

Cell:780-721-8843

Email: angie@emsasouth.com

Heather Manchester

Administrative Assistant

Ph: 780-469-7344

Email: admin@emsasouth.com

Kirsten Nelson

Office Assistant

Ph: 780-468-5233 ext 2

Email: office@emsasouth.com

EMSA SOUTH



1

PARENT
Has concern, first step is to talk to the Coach or the Age Rep

2

COACH
If they cannot rectify the situation they should go to the Age Rep for guidance

3

AGE REP
If they cannot rectify the situation they should reach out to the EMSA South office for help

4

EMSA SOUTH ZONE OFFICE
If they cannot rectify the situation the Discipline Committee get involved

5

EMSA SOUTH DISCIPLINE COMMITTEE

What is the EMSA Soccer Portal?

The EMSA Soccer portal is an EMSA Program in which we register players, & coaches, track CPIC information, coach trainings, form team rosters, schedule league games & update standings.

Coaches will use the EMSA Soccer Portal to:

- See Your coach Trainings and PIC Expirations
- Get your Team List & player information
- Download your Alberta Soccer Official Roster
- View Game Schedule (which you will want to input into Team Snap)
- Input Game Scores (U11 & up Teams)
- Download Game sheets (U9 & up Teams)

www.emsasoccerportal.com

Communication with Coaches & Parents

All communications/correspondence from the Soccer office will be sent out via Teamsnap. It is up to coaches and parents to check the app for updated league information.

Once rosters are confirmed we will set your team up with an account, you and your parents will receive an invite!

We use your soccer portal email so Please ensure that your email is up to date in the EMSA soccer portal.

Once you have been invited you can begin adding the league schedule, practices, snack assignments and communicating with your team!

Preseason parent/player meeting is crucial, even prior to your first game to set up expectations and your vision throughout the season



The advertisement features the Team*SNAP logo at the top, which consists of a yellow starburst icon in a circle followed by the text "team*SNAP" and the tagline "THE CHANGE OF YOUR TEAM IN A SNAP". Below the logo, the text reads "The smartest, easiest way to manage your team online". A central dark grey box contains four features: "Manage game schedules" with a soccer ball icon, "Track fees & payments" with a clipboard icon, "Share photos and files" with a photo icon, and "See who can attend games" with a calendar icon showing the number 30. At the bottom, a large orange button says "SIGN UP NOW".

Equipment Pick up & Return



-EMSA South provides each team with uniforms & equipment. You should recruit an Equipment Manager volunteer to manage the team's equipment during the season.

For U9, U11, U13, U15, U17 and U19 teams, the jerseys are in-house jerseys, and the EMSA South office will be responsible for collecting the jersey deposit from each of the player's on a team.

- The player's jersey deposit is \$100 and is collected via TeamSnap during player registration. We no longer require coaches to collect jersey deposits. These have been handled by the office.
- We do need you to ensure all players are on your portal roster prior to handing out jerseys. **All jersey numbers must be entered into the portal for each individual player.** This is mandatory for U9 and up.
- The equipment warehouse is located at 9904 71 Ave, entrance way is on the north side of the building at the overhead doors. The warehouse faces 99 Street and has a large mural/painting of Joey Moss on it. Parking is available at the Russel Metals parking lot, on the west side of 99 Street on 71 Avenue.
- All equipment handouts and returns occur at this location.

How to enter Jersey Numbers on the game sheets - [How-to-Enter-Jersey-Numbers-on-Game-Sheets.pdf](#)

Equipment Handout Date & Times

The 2024 Community Teams Equipment Handout is on **Saturday, April 20, 2024** and the schedule is as follows:

- U9 teams - 9:30 AM to 12:15 PM

12:15 PM to 12:45 PM - NO EQUIPMENT HANDOUT at this time

- U11 teams - 12:45 PM - 2:45 PM

- U13 teams - 3:00 PM to 4:30 PM

The 2024 Community Teams Equipment Handout is on **Sunday, April 21, 2024** and the schedule is as follows:

- U7 Teams - 9:15 AM to 12:15 PM

12:15 PM to 12:45 PM - NO EQUIPMENT HANDOUT at this time

- U4 & U5 teams - 12:45 PM to 3:00 PM

- U15, U17 & U19 teams - 3:15 PM to 4:30 PM

A blue decorative shape on the left side of the slide, resembling a stylized banner or a rounded rectangle with a wavy bottom edge. It contains the text 'Coaching Requirements' in white.

Coaching Requirements

By committing to be a Team Official (Coach, Assistant Coach or Manager). You are committing to providing a safe place for youth in Sport.

You commit to a Code of Conduct + to obtain the required certifications in order to provide the level of training for our athletes that is safe, fair, age appropriate and engaging.

Please be advised that all required Coach Training courses are fully refundable back to you once you have successfully completed!

The Next few Slides will go through the requirements for Team Officials

Coaching Requirements

RULE OF TWO

The goal of the **Rule of Two** is to ensure all interactions and communications are open, observable and justifiable. Its purpose is to protect participants (especially minors) and coaches in potentially vulnerable situations by ensuring more than one adult is present. There may be exceptions for emergency situations.



GOOD RULE OF TWO IMPLEMENTATION PRACTICES

- The coach is never alone and out of sight with a participant without another screened coach or screened adult (parent or volunteer) present.
- Allow training environment to be open to observation.
- Ensure a participant rides in a coach's vehicle with another adult present.
- Consider the gender of the participant(s) when selecting the screened coaches and volunteers who are present.
- Eliminate one-to-one electronic messaging. Ensure that all communications are sent to the group and/or include parents.

Learn more: coach.ca/responsiblecoaching



Coaching Requirements

- Register as a Team Official in the EMSA Soccer Portal www.emsasoccerportal.com
- Obtain a Digital EMSA ID Card (valid 3 yrs) email emsa.ecarding@emsamain.com with your picture and government ID
- Become Screened and obtain a valid Security Clearance (valid 3 yrs) email Kirsten at office@emsasouth.com
- Obtain a NCCP Number to set up a Team Official Transcript. <https://thelocker.coach.ca/account/login?ReturnUrl=%2f>
- Complete the Respect In Sport email Kirsten at office@emsasouth.com for the code
- Complete the NCCP Coach Pathway Course <https://canada-soccer.myshopify.com/collections/grassroots-coaching-education-program>
- For Head Coaches and Assistant Coaches: Complete the NCCP Coach Pathway Course (Learn to Train) <https://canadasoccer.myshopify.com/collections/grassroots-coaching-education-program>
- For Head Coaches and Assistant Coaches: Complete Safe Sport Roster Training <https://thelocker.coach.ca/account/login?ReturnUrl=%2fonlinelearning>
 - NCCP Making Head Way Module
 - NCCP Emergency Action Planning Module
 - NCCP Rule of Two

Coaching Pathway

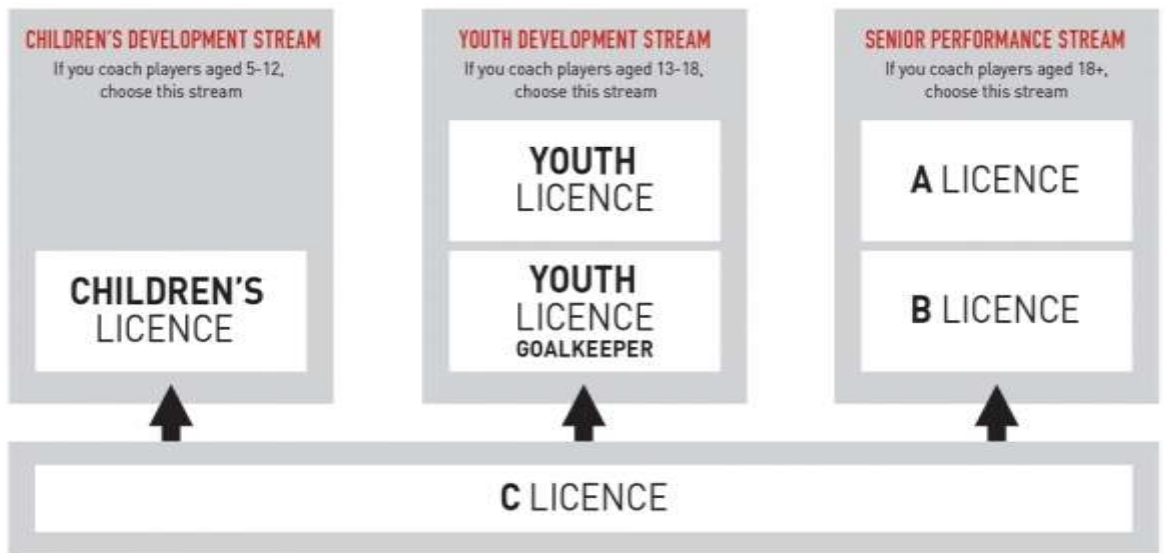


CANADA SOCCER COACH EDUCATION PATHWAY



LICENSING STREAM WORKSHOPS

ONLINE MODULES + PRACTICAL WORKSHOPS + EVALUATIONS



COMMUNITY STREAM WORKSHOPS ONLINE MODULE + PRACTICAL WORKSHOP

ACTIVE START

If you coach players aged 4-6, complete this workshop

FUNDAMENTALS

If you coach players aged 6-9, complete this workshop

LEARN TO TRAIN

If you coach players aged 9-12, complete this workshop

SOCCER FOR LIFE

If you coach players aged 13+, complete this workshop

A soccer ball with black and white panels is positioned on a green grass field. The image is partially obscured by a white curved border on the right side of the slide.

Community Stream Workshops

- Active Start (U4 – U7)
- FUNdamentals (U9 - U11)
- Learn to Train (U11 - U13)
- Soccer For Life (U15 – U19)

Learn to Train – U11

Our Developmental program follows Canada Soccer and FIFA endorsed Preferred Training Model.

It is a balanced program where players of all ability skill levels are challenged and developed.

Respect in Sports

- All team officials require this Respect in Sports course as per Canada Soccer (Including Team Managers)
- Much like what is already in effect within the Hockey community, Soccer will be adopting this training mechanism as a tool to make the soccer pitch a fun and friendly environment, free of abusive behavior.

This will only lend itself to making our game what it is intended to be... "The World's Beautiful Game."

<https://emasouth.com/coachref/coachs-corner/respect-in-sport/>

This course is valid for 5 years after successful completion.



Role of the Coach

- It must be FUN!
- Develop Physical Literacy
- Introduce the basics of skills
- Be the Activity Leader
- Inspire, share knowledge, build confidence
- Be positive, encourage and praise
- Everyone has a ball
- Be energetic
- Look like a Coach! Appearance.



Player Characteristics

- Regular growth
- Improved coordination
- Improved perception
- Difference between boys & girls with growth
- Improved understanding
- Higher motivation for game
- Sensitive to criticism

Trialists & Team Officials on the Bench

What is a Trialist?

- Player from a lower tier or lower age group playing for your team, often used if your team is short.
- Review Trialist Rule on EMSA Rules particularly requirements to note on game sheet and maximum number of games player can play. Rules have changed for 2024 season: 3 trialists can be used for 5 league games, trialists can only play up max one age group • NO EIYSA players are permitted to play on EMSA teams
- Trialist Form must be submitted with game sheet to Referee: The form can be found here:
<https://emsamain.com/wpcontent/uploads/2024/02/Trialist-FormOutdoor-2024.pdf>
- Tournaments: Check rules, some tournaments allow same tier trialists.
- Club players as Trialists are not allowed

Team Officials on the Bench

- The EMSA regular season league play permits a maximum of four (4) team officials on the bench, one of which must be of the same gender as the team's players.
- All Team officials must produce an official I.D. card/e-card to be permitted on the bench.
- If a team official participates without their ID card (or electronic copy) the team will default the game and the team official is suspended.
- If Team Officials cannot show their EMSA e-card, they are NOT permitted to be marked down on the game sheet as a bench attendant. If this is done, it is considered participating without their I.D. card and the game will be forfeited and the coach suspended.

What is a Bench Attendant ?

If you have a registered team official on the bench and listed on the game sheet that is the same gender as the team, then it is not mandatory that you have a bench attendant. You can still have a bench attendant if you wish to help, but they can be any gender.

• If you do not have a registered team official on the bench that is the same gender as the team, then it is mandatory that you have a bench attendant that is the same gender as the team.

- Bench attendants must be at least **18 years of age**.
- One bench attendant per game is permitted.
- At no time can a registered team official on your team (coach, assistant coach or manager) be written down on the bench attendant line of your game sheet. **If a person is a registered team official that appears on your EMSA Portal Roster, then they must be marked down on one of the team official lines. • If a team official cannot produce their EMSA e-card/District ID card they cannot be marked down as a bench attendant instead.**
- The bench attendant is included in the 4 maximum non–playing personnel on the bench. This means if you are using a bench attendant, then you can only have three (3) other team officials on the bench as the bench attendant would be the 4th.
- Bench attendants do not need an EMSA or District I.D. card, but they have to show a form of government issued photo I.D. to the referee to prove their identity for those divisions that require I.D. cards. • If the bench attendant is removed from the game by the referee due to misconduct, the head coach or the bench attendant will serve any suspension issued.
- It is recommended that the bench attendant attend to any injured player on the field, however any team official (regardless of gender) is permitted to assist the injured player once given permission to enter the field from the referee.

U11 Game Day Format

- Unless fields are closed you MUST show up to your game or your team forfeits
- Once on the field only the ref has the option to call the game
- If a ref calls a game prior to the 2/3-mark email angie@emsasouth.com to request a reschedule.

Games will be automatically rescheduled, if the COE closes the fields. All efforts will be made to ensure the reschedule is at the same field location of the original game, however due to availability that may not always be the case. The EMSA South Office will advise the team otherwise if the game is being moved to a new location on it's reschedule day.

U11 Boys & Girls
Game Day Monday & Wednesday
30x2 7v7

The U11 Program is still a developmental program which bridges into the U13 program. Games played 2 days a week. Practices are scheduled at the coaches discretion. We suggest using the Monday rain out time.

Scores and standings will be kept. Referees will officiate the game

A game shall only be declared valid if, in the referee's determination, at least 2/3 of the game has lapsed

MW Area field assignor is Angie angie@emsasouth.com
SE Area field assignor is Teresa mtkehoe@telusplanet.net

U11 Rain Out Schedule

If the game on Monday cannot be played due to weather, it shall be played on the following Saturday 12:00 noon if a 6:15pm start on the same field.

If the game on Monday cannot be played due to weather, it shall be played on the following Saturday 10:30am if a 7:45pm start on the same field.

If the game on Wednesday cannot be played due to weather, it shall be played on the following Saturday 2:00pm if a 6:15pm start on the same field.

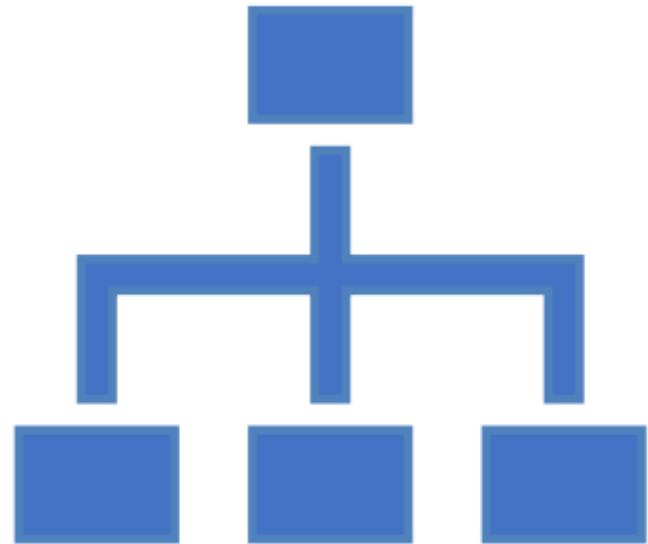
If the game on Wednesday cannot be played due to weather, it shall be played on the following Saturday 3:30pm if a 7:45pm starts on the same field.

EMSA South has the right to change times as necessary based on field availability.

Schedules & Standings

- Schedules are created by the Zone Office.
- Posted at <https://emsasouth.com/schedules/>
- For U11, Scores are Posted and Teams will be re tiered 2 times within the season.

In the second-round, travel in the whole zone will likely be required.




Post Season Play


City Finals: July 3rd – 9th



Teams must declare to Zone Office if they wish to participate in the City Finals



You must indicate if your team will be attending the post season or not by June 1st, email angie@emsasouth.com



Equipment

Players to Bring

send an email to parents prior to the season beginning to inform everyone of the equipment requirements

- Jersey (supplied by zone, deposit required)
- Shorts
- Shin Pads (mandatory)
- Socks that cover shin pads
- Outdoor soccer Cleats
- Water Bottle
- No jewelry

Coach to Bring Provided by the zone unless stated otherwise

- 2 suitable game balls
- Game Sheet (Both Teams print off the portal & home team submits to office by next business day)
- Home team enters in score on the EMSA soccer portal by next business day
- Net
- Cones
- Flags (5)
- Pinnies
- First Aid Kit



Game Sheets

With Referees come game sheets. This makes the game a legal official game. Game sheets and referees are Mandatory for this age group. The EMSA Programs have moved away from Game sheet Books and now the home team will download the game sheet.

Some Special Considerations with this new online game sheet.

- The coach must enter in the Jersey numbers of their players prior to the first game so that this is available on the game sheet.
- Both teams must download the game sheet for a game. Any registered team official who is on the registered team's ASA roster will have access to print and download their home game, game sheets
- Both teams should arrive on the field 30 minutes prior to the game start time
- **TIP:** Please make sure all of your coaches/managers have blank copies of game sheets with them in their car or coach bag, this will ensure if the official with the printed sheet is running late or is sick, there is an option to fill in the team information by hand on the printed blank game sheet.
- Failure to produce a game sheet within 10 minutes of the kickoff time results in the home teams automatic default of the game.

HOW TO Electronic Game Sheets

[CLICK HERE](#) for the new game sheet procedure (both teams must now bring their own game sheet)

[CLICK HERE](#) for instructions on how to input your player Jersey numbers and download your game sheet

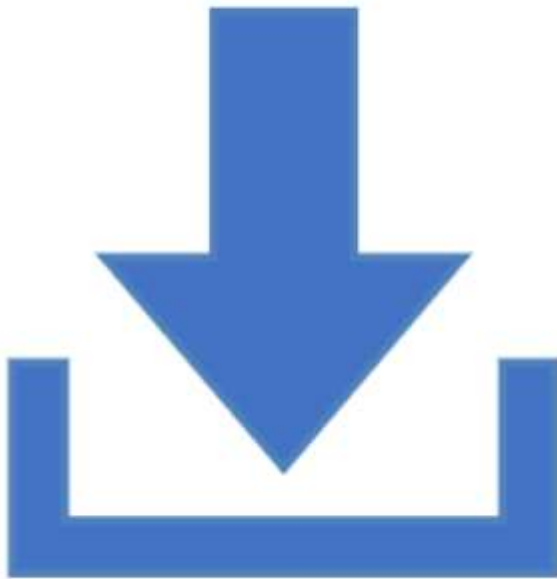
[CLICK HERE](#) to access the blank game sheet. Send this to all your team officials on your roster to keep on hand or in their vehicles so in the event the person with the downloaded game sheet is running late or unable to make the game, your team will not forfeit the game.

Submitting the Game Sheet:

Both Game sheets must be submitted to the EMSA South office by the HOME TEAM by 9am the following day of the game . They can be submitted by taking a picture of the sheet and emailing to angie@emsasouth.com

Because the game sheet is a Legal Document of the game it is a requirement to submit this to the EMSA South office.

Electronic Game Sheet Download



- Both Teams are responsible for downloading and printing a copy of the Game Sheet. Both team's information must be completed on their game sheet.
- Both teams must sign the game sheets
- The Home Team must submit a photo of both game sheets to angie@emsasouth.com by the following day at 9am.

One Time Jersey Number Entry:

Prior to the season commencing, a team official who is on the roster must log into the EMSA Portal and enter all of their player's jersey numbers into the system. This only has to be done once at the start of the season, not for every game. You can go back in and edit as necessary if player's jersey numbers change or if you add a new player.

- **Step 1:** Log into the EMSA Portal. Ensure your "role" is selected as "team official" and then click on the "Edit Player Jerseys" button in the Team Official Control Panel. Note: only team officials who are listed on the EMSA Portal Roster will be able to log in and see this info.

Team Official Control Panel

TRSA (Home):
Coach

Manage/Score Games

View Team Roster

Download Team Roster

View Division Standings

Edit Player Jerseys

Police Information Check

Status: Verified
Expiry: 2022-01-01

Program Information

Program: U17 Boys
Community/Zone: EMSA South West
Age Category: U17
Season: 2019 - 2020 Indoor

Division Information

Division: Community City Wide U17 Boys
Round: Round 3
Tier: Tier 4K

- **Step 2:** Fill in the "Jersey" field with a 1 or 2 digit number. Leading zeroes are preserved (e.g., 09 is not converted to 9). Leaving the field blank will remove the jersey number from the player. Repeat for the other players. Note that it's possible to leave one or more players without jersey numbers.

Home / Manage Teams / Edit Player Jerseys

Edit Player Jerseys - U4 Team Green (U4 Mixed)

Search:

| PL ID | JERSEY | LAST NAME | FIRST NAME | DOB | ID CARD # | |
|--------|--------|-----------|------------|------------|-----------|-----------------------------------|
| 144726 | 08 | Program | Alan | 2019-07-06 | | View Registration |
| 144730 | | Shaw | Shi | 2019-05-05 | | View Registration |
| 144734 | | Wong | Samuel | 2019-08-08 | | View Registration |
| 144736 | | Temple | Greg | 2019-07-16 | | View Registration |
| 144738 | | Temple | Raymond | 2019-07-16 | | View Registration |
| 144770 | | Shank | Greg | 2019-10-13 | | View Registration |

Once this has been completed, your player's jersey numbers will now auto-populate on your electronic game sheets.

Scoring the Game Online

The home team is responsible to score the game in the EMSA soccer portal by 9am the next day following the game played.

When you enter the score into the EMSA Soccer Portal this information is also used and required for the league to tier and regroup teams in rounds.

PRO TIP: Have one team official dedicated to entering the score in the EMSA soccer portal immediately following the completion of the game. This can be done easily on a cell phone.

[CLICK HERE](#) for Instructions on how to score you game online

Referee Information

Coach Expectations:

- You will have 1 center assigned to your league games and 2 Assistant Referees
- The Zone will pay the referee.
- Coaches and/or parents are NOT allowed on the field unless there is an injury; the referee has stopped the game and has waved you on.
- The referee is in charge of the game and the ref's call is final. Please remember that as you may have young referees and they will be learning as well, so treat the referee with respect. Referees won't always make the right call, but it is only a game and there will be many games to follow
- You will assign a referee Liaison at each game

Referee Expectations:

- All referees treat players, coaches, parents and each other with respect.
- Referees will wear the appropriate uniform to all games.
- It is expected that all referees will inform the Assignor if there is a no-show of a team.
- It is expected that referees will honor their assignments and will not turn back or switch games

Referee Liaison Program

The Referee Liaison program was introduced in order to discourage and limit referee abuse. When these young referees are not being treated with respect or given the opportunity to learn or gain experience, we drive them away from the program.

No referees = no soccer games.

This is why the referee Liaison role is such an important part of our program. Each team at every game must have 1 assigned referee Liaison. This is 1 person who is chosen to be the advocate for the referee on the field. This person cannot be a coach or an assistant coach.

The person that does take on this role however **MUST BE** strong willed, able to speak up to the team's parents and/or coaches when they witness behavior that is negative or unsportsmanlike towards the referees.

The referee liaison is such an important role, much like the minimum number of players needed to play a game, there must be one appointed liaison at each game to avoid a default win for the other team. If the team is missing, it's liaison they have a grace period of 10 minutes to appoint.

The name of the Liaison **MUST** be marked on the game sheet and be wearing the Referee Liaison Lanyard visible to the referee.



Referee Liaison Duties

AS THE COACH YOU MUST DISTRIBUTE THESE DUTIES TO YOUR REFEREE LIAISON PRIOR TO THE GAME

- Please introduce yourself to the referee prior to the start of the game and tell them that you are here to help them if they require.
- Please wear the identifying lanyard (over any outerwear) so you can easily be identified.
- Place yourself in the middle of your team spectators
- Monitor the behavior of your teams' parents & coaches. Be visible the whole game including half time and be ready to assist the referee if needed.
- Quickly diffuse potential problems before they arise by either being visible or calmly speaking with the individual(s) involved.
- Deal with, and act on, inappropriate comments, gestures and/or general unsporting behavior directed at referees, players or any other individual by your teams' spectators or coaches but please avoid getting into a confrontation.
- Submit a brief report in writing to the EMSA office of any incident that you feel the EMSA should be aware of involving inappropriate behavior by ANY individual. Based on any official report, the EMSA will conduct an investigation into the incident and act accordingly. The chain of communication must be followed for any reports.

REMEMBER AS THE REFEREE LIAISON YOU ARE THE CHOSEN ADVOCATE FOR THAT REFEREE AND YOUR JOB IS TO ENSURE THEY ARE TREATED FAIRLY BY YOUR TEAM. YOUR JOB IS NOT TO QUESTION OR COMMENT ON REFEREE CALLS. AS REFEREE LIASON YOU ARE THE REFEREES FRIEND, AND AS SUCH MUST MAKE SURE YOUR FRIEND IS TREATED WITH RESPECT BY YOUR TEAM AND COACHES.



LIGHTNING & SEVERE WEATHER POLICY



When thunder roars, go indoors!



Lightning Policy
/ Air Quality

- Lightning Policy
- Air Quality Index

https://emsamain.com/wp-content/uploads/2023/01/ASA-Lightning-Safety_Severe-Weather-Policy-Compressed.pdf

<https://emsamain.com/wp-content/uploads/2024/03/COMMUNITY-Air-Quality-Index-Procedure-2024-1.pdf>

GAME DAY WEATHER

CITY OF EDMONTON – FIELD STATUS

The City of Edmonton determines every day at 4:00p (weekdays) and 10:00a (weekends) if the City of Edmonton fields are playable. The City of Edmonton has the final determination on this.

Every coach/manager/assistant coach/parent MUST check the status of the City fields before each and every game (if the weather has been bad) to determine if the fields are open or closed.

The status of the field can be checked at www.edmonton.ca or by phone at: 780.496.4999, dial 1

You can also subscribe to e-mail notifications with the City of Edmonton.

- Unless fields are closed you MUST show up to your game or your team forfeits
- Once on the field only the ref has the option to call the game
- If a ref calls a game prior to the 2/3-mark email Angie at angie@emsasouth.com to let her know and then we'll follow the reschedule process

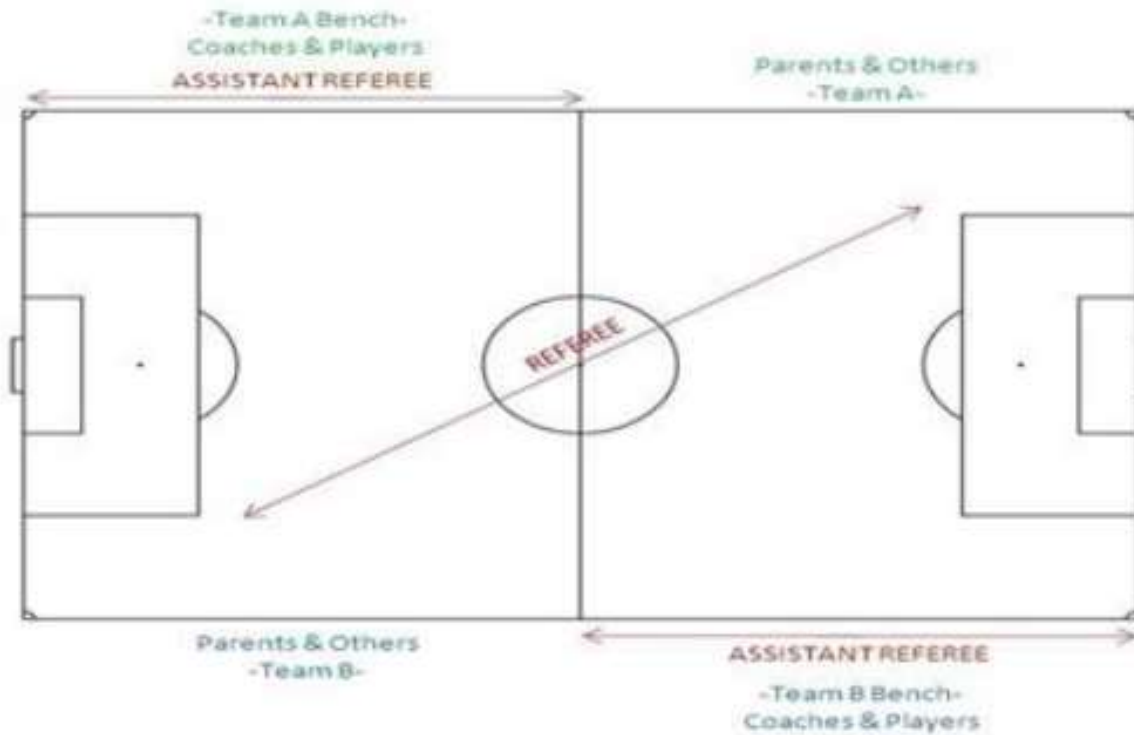
CITY FIELDS ARE CLOSED

If the City of Edmonton closes the fields, the game will be replayed as per the Automatic Reschedule Process

How to find a field location? <https://emsamain.com/wp-content/uploads/2021/01/How-to-Find-Field-Addresses-and-Maps.pdf> .

Spectator and Team Locations / Field Lining

- Home Team Chooses the side they would like to sit on.
- Home & Away spectators must sit on opposite ends of the field. No one can sit behind the net.
- It is the discretion of the referee if they choose to have the home team wear pinnies.
- MWSA will line the Mill Woods/South East fields 3 times per season. Beaumont & Leduc Cities line their fields



FIELD CONDITIONS

LONG GRASS

If you attend the field and the grass is very long – please feel free to put in a call to the City of Edmonton - 311 (out of town call 780-442-5311) and ask them to mow it. You do not need to contact the office regarding this as we have no influence with the City when it comes to mowing.

The City of Edmonton cuts grass on a rotating basis and can take weeks for them to return to a specific field or area.

If the grass is too long on your field, feel free to move to the green space next to the field if that is better.

FIELD LINING

EMSA South has crews that come out to line the field. This happens three times a season. If it has been really dry or wet, lines can fade. Please use cones if needed for your game.

CLOSED FIELDS

The City may close a field for rest from time to time, these fields will be marked by a metal sign on the goal post DO NOT use any fields marked as closed

How to find a field location? <https://emsamain.com/wp-content/uploads/2021/01/How-to-Find-Field-Addresses-and-Maps.pdf>

Field Etiquette and Information

Field Do's & Don'ts

- Do Walk the field when you first arrive looking for any unsafe items such as glass
- No pets of any kind are to be attending soccer matches; City of Edmonton Bylaw 2202
- No smoking/vaping at the games/sidelines especially by the coaching staff. City of Edmonton Bylaw 14614
- Clean up after yourselves, keep fields clean and safe.
- Sunflower seeds: if your parents are bringing these to snack on at the games, please ask them to bring a baggie for the shells being left behind. Not only are the shells creating a huge mess, but they are attracting birds which are snacking on them and then leaving their own "mess" behind.
- All other snacks and drinks – please remind your families to clean up after themselves. There have been many wrappers/napkins/juice boxes and general garbage being left behind on the fields.
- Set up a parent meeting prior to the season to discuss responsible field use focusing on the items above, assign a parent to ensure rules are followed.

When Can I use a Field?

- The zone will assign sports fields which are reserved for your scheduled games.
- Practices are not scheduled by our zone, except for the rain out days. We encourage the use of greenspace for practices, if you choose to arrange practice on a field, GAMES come first.
- The City may close a field for rest from time to time, these fields will be marked by a metal sign on the goal post DO NOT use any fields marked as closed.
- **How to find a field location?**
<https://emsamain.com/wp-content/uploads/2021/01/How-to-Find-Field-Addresses-and-Maps.pdf>

EMSA E-Cards



- All U9+ Coaches and Players will require an EMSA ID Card
- The referee will check EMSA IDs before every game.
- Cards DO EXPIRE– please make sure you check for expired cards
- EMSA ID Cards are no longer being printed instead please download your teams' cards in the portal:
<https://emsamain.com/wp-content/uploads/2024/02/How-to-Download-List-of-EMSA-I.D.-Cards.pdf>
- To get a card, submit a headshot and copy of ID t:o emsa.ecarding@emsamain.com



Team Manager

Find one!

Bribe one!

A good manager makes your role as a Coach so much easier!

The Team Manager plays a vital role in keeping the team organized and running smoothly. They will support the coaches by performing the following expected duties and responsibilities:

- Upload the team schedule (games/practice days/events) on TeamSnap.
- Pre-fill games sheets (if applicable) and give to referee at the start of the game (We recommend doing this the night before)
- Collect game sheets (home team only) and input into the EMSA Soccer Portal. This is time sensitive so it must be done before 9am the next day after your game
- Be the “pulse” of the team. Listen to parents concerns and convey them to the appropriate person (Coach or Soccer Director)

Resources

Governing Bodies:

- <https://emasouth.com/>
- <https://emsamain.com/>
- <https://albertasoccer.com/>

Coach Kit (must review)

<https://emsamain.com/seasoninfo/outdoorseason/team-official-resources/>

EMSA Rules and Regulations

<https://emsamain.com/about/rules-discipline/emsarules-discipline/>

Field Closure Lines

<https://emsamain.com/seasoninfo/outdoorseason/rain-out-lines/>

Rules Acknowledgement Form (DUE April 25th at 9:00am)

https://docs.google.com/forms/d/1o4KM0gq9mEi6rjCz1iz4aeAspS0B27wiOgGrt5I2o/viewform?edit_requested=true

Post Season Commitment Form (DUE June 10th at 9:00am)

https://docs.google.com/forms/d/1NWCe3KPNv4RW_JojKHBZpKcJ4iaVUIrC2J1675dr3X4/closedform

Learn to Train (required for Head Coaches & Assistant Coaches)

<https://canada-soccer.myshopify.com/collections/grassroots-coaching-education-program>

Safe Sport Roster Training (required for Head Coaches & Assistant Coaches)

<https://thelocker.coach.ca/account/login?ReturnUrl=%2fonlinelearning>

1. NCCP Making Head Way Module
2. NCCP Emergency Action Planning Module
3. NCCP Understanding the Rule of Two

Making Ethical Decisions (required for Head Coaches & Assistant Coaches) Making Ethical Decisions – <https://coach.ca/nccp-make-ethical-decisions>



Thank you for volunteering!



Questions?

Comments?

Tasks of the Grassroots Coach



THE TASKS OF THE “GRASSROOTS COACH”

1. Plan the session

2. Organisation

7. Managing the parents

3. Running the session

6. Safety

5. Managing the match

4. Manner and appearance



Selecting the Activities

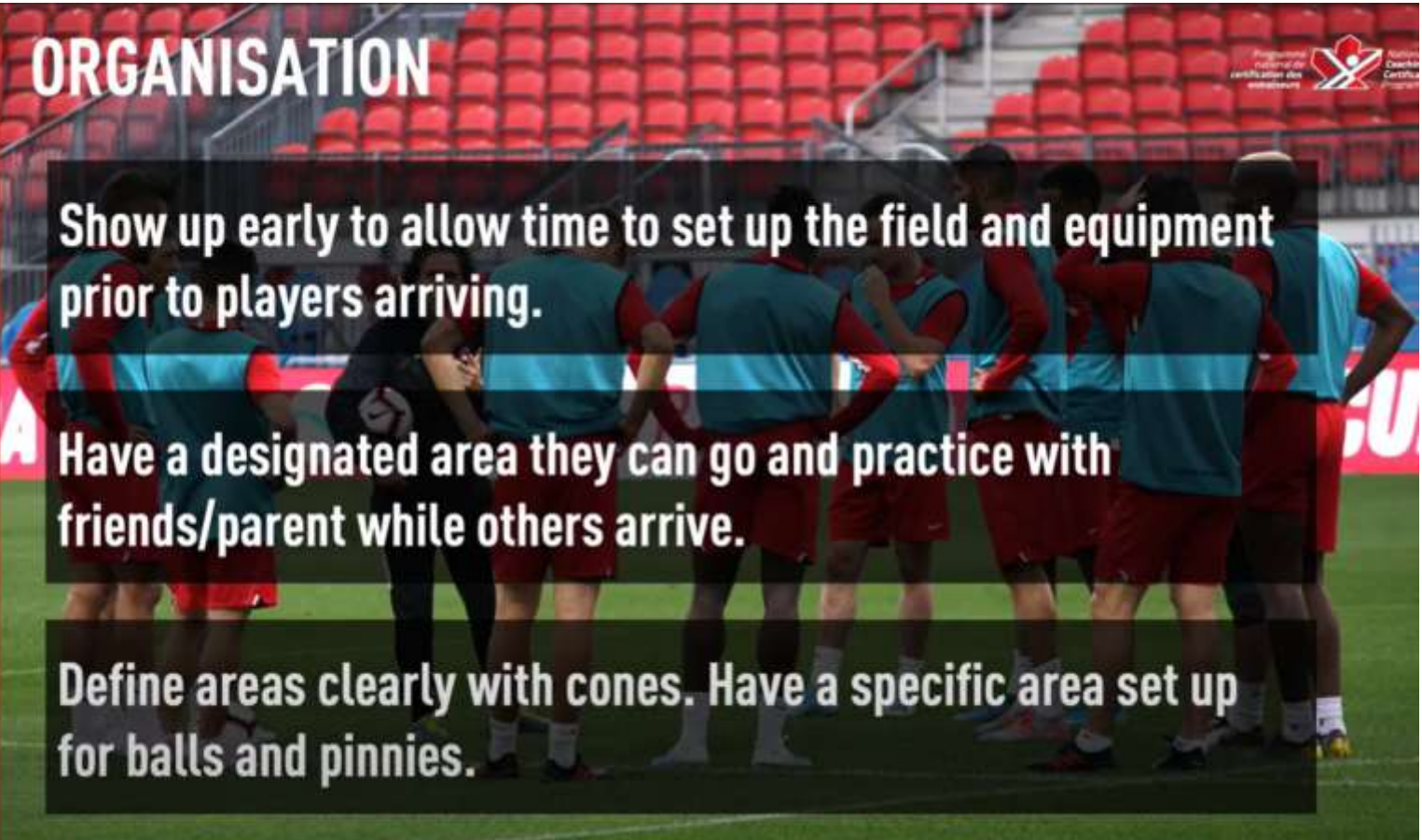


SELECTING THE ACTIVITIES



- **Choose and familiarize yourself with the session before the practice**
 - Using the practices in the Canada Soccer coaching resource provided by your club or region
- **Do not be afraid to repeat the same exercises week after week**
 - Think how children learn through familiarity; introduce new exercises with care when players are ready for the challenge.
- **Take a copy of your session plan to the session**

Organization



ORGANISATION

Show up early to allow time to set up the field and equipment prior to players arriving.

Have a designated area they can go and practice with friends/parent while others arrive.

Define areas clearly with cones. Have a specific area set up for balls and pinnies.

CANADA

Programme national de certification des entraîneurs

National Coaching Certificate

Practice Recommendations



PRACTICE RECOMMENDATIONS



IN POSSESSION

ATTACKING



NOT IN POSSESSION

DEFENDING



- GOALKEEPING
- POSITIONING & REPOSITIONING
- STOPPAGES (DIRECT DANGER – SHOTS OR HEADERS)
- PREVENTING SCORING OPPORTUNITIES
- DISTRIBUTION

Running a Session



CANADA

RUNNING A SESSION – THE START

Programme national de certification des entraîneurs

National Coaching Certificate

Have all players come to one central point.

Get down to the same level as players and make sure they are not facing sun/potential distractions.

Quick explanation + demonstration – “a picture paints a thousand words”.

Quickly get the players active - keep everyone moving in some type of dynamic warm up activity.

Communication



RUNNING A SESSION – COMMUNICATION

Reinforce positively every effort – praise!

Continue to demonstrate and tell them, especially as the activities change.

Try not to use jargon.

Use a variety of coaching styles – direct instruction (command style), question & answer, guided discovery

The End



MANAGING THE PARENTS



Meeting set up before the start of the first activity or immediately after the 1st session

Introduce yourself and the other coaches

Parents could help with tasks during the session – child's teammate

Ask parents in advance for their vacation plan

Parents encourage their child in a positive manner

Managing the Parents



MANAGING THE PARENTS



Meeting set up before the start of the first activity or immediately after the 1st session

Introduce yourself and the other coaches

Parents could help with tasks during the session – child's teammate

Ask parents in advance for their vacation plan

Parents encourage their child in a positive manner

Safety Considerations



KEY SAFETY CONSIDERATIONS

BEFORE



- **SAFETY CHECK** (e.g. potential harmful objects)
- Lay out the working area
- Check the weather conditions
- Have an Emergency Action Plan (EAP)

DURING



- Check the players' equipment (shin guards, no jewellery or watches)
- Make sure no players have injuries
- Ensure players have correct work and rest
- Healthy snack & water breaks

AFTER



- **DO NOT LEAVE PRACTICE** until all children are picked up by a parent/guardian