

TAMPA AREA RECREATIONAL SOCCER



COACHES HANDBOOK 2008-2009

INTRODUCTION

TARSA is an internet (Web site) driven organization. While the enclosed information is provided to assist TARSA Coaches and Representatives, it is important to note that all information is available (in its entirety) on the TARSA web site www.tarsasoccer.com.

Any and all changes or updates to the enclosed information will be posted on the web site.

The TARSA Constitution, By Laws, and Seasonal Rules are posted on the web site, in addition to Playoff information. The web site also provides Field Directions, Schedules, Standings, and Discipline information.

TARSA would also like to thank you for taking the time to have a positive influence on our youth soccer players, and wish you the best for the upcoming season.

Thank you,
The TARSA Board of Directors

TARSA BOARD OF DIRECTORS

President.....	Bob Gilmore (NTS) (gilmorerob@verizon.net)
Vice President, Girls	Bob Bruce (SHS) (bobbruce33569@yahoo.com)
Vice President, Coed.....	Dave Dudash (TNC) (prodsd1@tampabay.rr.com)
Treasurer	Paul Van Steenberg (TNC) (pvanstee@tampabay.rr.com)
Secretary	Laura Tucker (HCU) (lauratucker1@verizon.net)
Director, Age Group Coordinators, Girls.....	Julia Westenzweig (BRN) (JWestenzweig@gmail.com)
Director, Age Group Coordinator, Coed.....	John Withkowski (CUS) (withall7@aol.com)
Director, Rules and Compliance	Scott Reuther (BRN) (sreuther1@verizon.net)

AGE GROUP COORDINATORS

U19 Coed.....	Dave Gardow (BRN) (David.Gardow@usog.jacobs.com)
U16 Coed.....	Greg Dowdy (HCU) (gsdow2000@yahoo.com)
U14 Coed	Cliff Hager (FHS) (hagercliff@earthlink.net)
U12 Coed	Dan Clanahan (EPY) (dclanahan@shamrocktampa.com)
U19 Girls.....	OPEN
U16 Girls.....	Ralph Romero (HCU)
U14 Girls.....	OPEN
U12 Girls.....	Troy Zajac (SHS) (troyzajac@hotmail.com)
U10 Girls.....	OPEN

MAILING ADDRESSES

President

Bob Gilmore (NTS)
18909 Edinborough Way, Tampa, FL 33647-1844
813-973-4034

Vice President, Girls

Bob Bruce (SHS)
9223 Sunnyoak Dr.
Riverview, FL 33569
813-677-6567

AGC, U19 Girls

Open

AGC, U16 Girls

Ralph Romero (HCU)

AGC, U14 Girls

Julia Westenzweig (BRN)
11140 Summer Star Dr.
Riverview, Fl. 33579
813-380-7788

AGC, U12 Girls

Troy Zajac (SHS)
13009 Prestwick Drive, Riverview, FL 33579
813-300-5302

AGC, U10 Girls

Open

Vice President, Coed

Dave Dudash (TNC)
7417 Oakvista Circle, Tampa, FL 33634
813-727-3200

AGC, U19 Coed

Dave Gardow (BRN)
813- 468-1144

AGC, U16 Coed

Greg Dowdy (HCU)

AGC, U14 Coed

Cliff Hager (FHS)
5630 Cactus Circle
Spring Hill, Fl. 34606

AGC, U12 Coed

Dan Clanahan (EPY)
12620 Timber Run, Dade City, FL 33525
352-567-7030

SOCCER CLUBS, CODES, AND TARSA REPRESENTATIVES

Brandon Area Youth Soccer League (BRN).....	Scott Reuther (sreuther1@verizon.net)
Central Pasco United Soccer Association (CPU).....	Fran Reidy (freidy@cpusasoccer.com)
Citrus United Soccer League (CUS).....	John Withkowski (withall7@aol.com)
East Pasco (EPY)	Dan Clanahan (dclanahan@shamrocktampa.com)
FishHawk Soccer	Romildo Sanches (pres@fishhawksoccer.com)
First Hernando Youth Soccer (FHS).....	Cliff Hager (hagercliff@earthlink.net)
Hillsborough County United Soccer (HCU).....	Laura Tucker (lauratucker1@verizon.net)
New Tampa Soccer Association (NTS).....	Kyle McLeish (stoppermac@verizon.net)
RSL Florida (RSL).....	Ellen LaVielle (admin@rslflorida.com)
Rural Youth Soccer Association (RYS).....	Jennifer Murphy (jrhmurphy@aol.com)
South Hillsborough Soccer League (SHS).....	Stu Robinson (wsrobinson1@verizon.net)
Temple Terrace Soccer Association (TTSA).....	Bamby Dozark (bambyd@verizon.net)
Town n' Country Youth Soccer Club (TNC)	Paul Vansteenbergen (pvanstee@tampabay.rr.com)
Wesley Chapel Athletic Association (WCAA).....	Rich Nolting (soccer@wcaafila.org)
Zephyrhills Youth Soccer League (ZYS)	Ken Mowrey (kmowrey@zysl.org)

WHO TO CONTACT ABOUT WHAT TOPICS

CLUBS

To Affiliate with TARSA	President
Team Applications (with payment).....	President
Field Assignor for TARSA Original Schedule	President
Directions to your Fields.....	President
During Season --- Closing of Fields	President or Both VPs
Petition for Dual Roster	President
Petition not to place all teams within an age group in TARSA	President

COACHES

Canceling a Game	
-- Home Coach (within 72 hours)	Home Affiliate
-- Both Coaches (within 72 hours)	AGC
To reschedule an Approved Cancelled Game	Appropriate VP
To Challenge a Player (noted on Game Report) -- within 72 hours	Appropriate VP
Reduced Playing Time (Discipline or Parents Request)	Appropriate VP
Reporting Violation of TARSA Playing Time Requirements	Appropriate VP
Calling in Games Scores (by Sunday 9:00 pm)	AGC
Mailing in Game Reports and Rosters (postmarked within 7 days)	AGC
Teams Participation in TARSA Playoffs (deadline date January 11).....	AGC
(AGC will compile and send to Director of AGC, then to the VPs and then to President)	
(AGCs will compile and send to Director of AGC, then to VPs)	
Documentation of a Player Served a Suspension Outside of TARSA	Appropriate VP

REFEREES

Abandoned Matches - Game Report and Supplemental	Appropriate VP
Red Card and Send-Offs (Do not send Player/Coach Passes)	Appropriate VP

INTERNALLY WITHIN TARSA

Game Scores from AGC	Web
Challenged Players (with Report) from Appropriate VP	BOD
Violations of Playing Time (with Report) from Appropriate VP	BOD
Teams Participation in TARSA Playoffs (deadline date TBD)	AGC
(AGC will compile and send to Director of AGC, then to the VPs and then to President)	
Cautions (Yellow Cards) AGC to Director, AGC	Appropriate VP
Documentation of Games Served, AGC to Director, AGC	Appropriate VP
The VP will be responsible to have Web Site updated	Web Master

TARSA RULES

This section is intended solely as a quick reference guide to some of the TARSA Rules and Regulations. Each Coach is encouraged to read (even print out) the entire Rules and Regulations of TARSA from the web site www.tarsasoccer.com. Ignorance of the Rules is not an acceptable defense for anyone violating these rules.

PRE-GAME PROCEDURES

(1) SCHEDULES

- a. Games are to be played at the field location (home team) indicated on the schedule..
- b. Games are to be played as scheduled. Guidelines for postponements and make up criteria are listed in the Standings Section.
- c. It is the responsibility of the visiting coach to contact the home coach if they are playing a Club which has multiple field locations to confirm the location for their game.
- d. Field Directions can be found on the TARSA website www.tarsasoccer.com.

(2) TEAM RESPONSIBILITY

- a. Home team shall ensure all goals are anchored securely.
- b. Home team shall have goal nets and corner flags in place and will provide the game balls.
- c. Home team shall change uniform colors if there is a conflict with colors of the visiting team as determined by the Referee.
- d. Coaches shall set the example for game conduct with a positive attitude in both verbal and body language. The coach's respect for the game and the officials sets the example for the players and spectators.
- e. Players will play with their jerseys tucked into their shorts; socks pulled up over the shin guards and an overall neat appearance. Shin guards are required for all players.
- f. Coaches shall remind parents and spectators to set the example of sportsman like conduct for the children in both speech and behavior.

(3) PLAYER PASSES AND GAME REPORTS

- a. TARSA Game Reports must be totally filled out by the home team coach when presented to the Referee prior to the game.
- b. A laminated, valid player pass, with identifying picture must be presented for each person in the game whose name appears on the game roster. Each team will give a copy of their FYSA Roster to the Referee (NOTE: Only players on the roster may play in the game). As an option a team may present a laminated FYSA roster, which has the players' photo on the back, listed by the number on the FYSA Roster (not uniform number).
- c. Any coach challenging a player must; 1) verbally notify the referee prior to the game and 2) in writing notify to the appropriate Vice-President (Coed or Girls). The Board of Directors of TARSA shall handle such challenge. The game should not be delayed.
- d. All coaches/team officials present in the technical area must present a valid laminated FYSA volunteer pass for the participating team, including an identifying picture.

(4) GAME OFFICIALS

- a. Home team must provide a qualified FSR center official and two assistant referees (only the center official is required for u10 games). Assistant Referees (Linesmen) may be parents of players on the participating teams. Referee Fees will be paid by the home team (or Club) with the approval of the visiting coach.
- b. For the u19 age group the center official must be a minimum of 21 years of age. For the u16 age group the center official must be a minimum of 18 years of age. The Club should follow FSR guidelines for all other age groups.

- c. In the event a Club cannot provide the center official in accordance with section (4b) then the visiting coach must choose one of the following options;
 - 1) Play the game with the center official provided by the host Club.
 - 2) Reschedule the game.
 - 3) Accept a forfeit win (1-0).
- d. In the event that no game officials arrive, coaches shall find qualified persons to officiate and the game stands as scheduled. In any event the coaches will not allow a game to be played without a currently certified FSR Center Referee.
- e. The referee shall receive from each team the player passes and a TARSA game report, which he/she will keep during the game. A note on the game report shall be made if any coach has challenged a player prior to the game.
- f. The Home team is responsible to provide the Game Ball to the referee.

(5) THE GAME

a. Ball Size

	<u>Age Group</u>	<u>Size</u>
i.	U10, U12	#4
ii.	U14 and above	#5

b. Number of Players

	<u>Age Group</u>	<u>Maximum</u>	<u>Minimum</u>
i.	U10	6	4
ii.	U12	8	5
iii.	U14 and above	11	7

If a coach can not field a full compliment of players, the opposing coach may make adjustments or play with a full compliment of players.

c. Duration of Game

<u>Age Group</u>	<u>Halves</u>	<u>Halftime Rest Break</u>
U10	2 x 25 Minutes	5 Minutes
U12	2 x 30 Minutes	5 Minutes
U14	2 x 35 Minutes	10 Minutes
U16	2 x 40 Minutes	10 Minutes
U19	2 x 45 Minutes	10 Minutes

d. Game Delay

Teams shall wait a maximum of 15 minutes for any delay of players after the scheduled time of play. A team that fails to appear within the 15-minute period shall forfeit the game to the team present. A game may start with the Minimum number of players listed above. After the start of the game players may be added at appropriate stoppage of play with the agreement of the referee

e. Substitutions

- i. Unlimited and at the discretion of the referee at the following times during the game:
- ii. Before a throw in for your team
- iii. Prior to a goal kick by either team
- iv. After a goal by either team
- v. At halftime
- vi. On an injury time out by either team (one-on-one basis)

(Please note that the rules state that if a coach is called onto the field by the referee to assist an injured player, that player must be substituted for at the time, including the goal keeper.)

- vii. A Player receiving their first caution (yellow card), will be substituted for to allow "cool down" in order to avoid an escalation of behavior. The opposing team may substitute on a one-for-one basis.

f. Playing Time

Each Player will play a minimum of one-half (1/2) of each game. A coach may play a player less than half for health or disciplinary reasons. Coaches playing a player for less than half of a game must be prepared to document the reason if the opposing coach protests.

g. Goalkeeper

No individual player will play the position of goal keeper in any game for more than half (1/2) of the playing time of the game in the U10, and U12 divisions. Any player playing the position of goalkeeper should play the majority of the remaining time at another position.

h. 5-Goal Differential

It is the responsibility of the winning coach to do everything in his/her power to control the goal differential. When the goal differential reaches five (5) goals the coach that is ahead will pull one (1) player from the field of play. If the score continues to climb, the coach that is ahead is expected to place additional restrictions on his/her team (i.e., additional players removed or restriction on attacking players or distance shots to be taken). If the losing team begins to diminish the five (5) goal differential, the coach that is ahead may make appropriate adjustments. In no cases will this rule require a team to play with less than the minimum number of players required for a game for the age group.

i. Game Called

If the goal differential reaches ten (10) goals in the second half, including the start of the second half, the game will be called and the score at that time will be reported as the final score.

j. Special Rules for U10

- i. No offside's

POST-GAME PROCEDURES

(1) SPORTSMANSHIP

It is expected that as a mutual courtesy and show good sportsmanship, both teams meet at the half-way line of the teams' side of the field to congratulate each other for a game well played. This activity will be observed and remain under the authority of the game officials.

Teams will ensure that the sideline area is clean and that all trash is placed in proper containers.

(2) GAME REPORTS

- a. The Center Referee shall give the white copy of the Game Reports and both rosters to the winning coach and the pink copy to the losing coach. In case of a tie each coach will be given either the white or pink copy, or the opposing team's roster.
- b. The winning coach (both in case of a tie) will call or e-mail in the game score (as determined by the appropriate AGC) to the appropriate Age Group Coordinator no later than 9:00 pm on the day following the game.
- c. The completed game report, along with the Team's Rosters, are mailed or faxed to the Age Group Coordinator. These reports must be post marked within one week after the completion of the game. Games reports that are either not called in properly or mailed properly will be recorded as 0-0 games and no points awarded. Please note that TARSA has League Rules, which can suspend Coaches that fail to call in or mail in game reports.

(3) CAUTIONS AND EJECTIONS

- a. In the event of a send off or a red card the referee mails the yellow copy of the Game Report along with the appropriate Team Roster and with the infraction report to the appropriate Vice President, address listed on Game Report. The coach of the player (or coach) sent off, or serving a suspension, must report it on the TARSA web site by 9 pm of the day following the game. The Player Pass will not be pulled.
- b. Player infractions are settled according to FYSA guidelines, which stipulate game suspensions according to severity of action.
- c. Any Red Card violation (or a double Yellow) results in a minimum of a one (1) game suspension.
- d. A 5th yellow card received by a player or coach requires a minimum of one game suspension for the player or coach who receives it. It is the responsibility of the Head Coach to track yellow card infractions. If a Head Coach plays a player after receiving a 5th yellow card, without first sitting out a one game suspension, that Head Coach is subject to a one year suspension for using an ineligible player.
- e. Please refer to the TARSA Rules and Regulations on the TARSA website for information regarding the serving of suspensions by the players and the documentation procedures.

THE TARSA WEBSITE WILL LIST ALL PLAYERS AND COACHES WHICH HAVE GAME SUSPENSIONS TO BE SERVED.

(4) STANDINGS

- a. Points Awarded for Games Played
 - i. Win 5 points
 - ii. Tie 2 Points
 - iii. Loss 0 Points
 - iv. Unreported games 0 points

FORFEITS ARE RECORDED AS A 1-0 SCORE.

b. Placement in Standings

- i. Highest Game Point Total
- ii. Head-to-head competition
- iii. Most wins
- iv. Most wins in division (when two or more divisions)
- v. Least amount of goals allowed
- vi. Coin toss

(5) POSTPONEMENTS

a. Uni-Lateral Reasons

- i. Host Club Field Conditions (all Games for that time at fields are cancelled)
- ii. Inclement weather conditions
- iii. Equipment malfunction (examples; no lights for a night game, unsafe playing conditions, goals not anchored)

THE POSTPONMENT AND THE REASON MUST BE REPORTED TO THE AGC.

b. HOME COACH IS RESPONSIBLE TO NOTIFY THEIR CLUB REFEREE ASSIGNOR

Games must be made up per the schedule posted on the TARSA website.

Postponed Games that are not made up will be scored as following for standings and playoff purposes.

- i. Double Forfeit 0-0

GAMES NOT REPORTED IN A TIMELY FASHION WILL BE SCORED AS 0-0, WITH NO POINTS AWARDED TO EITHER TEAM.

DISCIPLINE, PROTEST AND APPEALS

DEFINITIONS

- (1) **DISCIPLINE**. The Board of Directors of TARSA may impose sanctions outside of normal game related Red Cards, Yellow Cards and Coach sends offs. These procedures are outlined in the TARSA Constitution or By Laws. The TARSA by Laws allows the Director of Rules and Compliance to be responsible for game related discipline.
- (2) **APPEAL**. An action of a member of TARSA requesting TARSA to review a decision it has made. Must be appealed within 10 days of the original decision.
- (3) **PROTEST**. An action of a member of TARSA stating the organization either did not have the authority to make a decision or that it did not follow the procedures to do so. Protest must be submitted with 10 days of notice of the decision.

NO PROTEST, APPEAL, OR PROTEST REGARDING A REFEREE'S JUDGMENT OR INTERPRETATION OF THE LAWS OF THE GAME WILL BE ACCEPTED.

PROCEDURES

- (1) **DISCIPLINE**. If the discipline is the required FYSA minimum, the Director of Rules and Compliance shall act alone in handing out of discipline.

If the Director of Rules and Compliance or any other member of the TARSA BOD feels a suspension in excess of the FYSA minimum is warranted, the decision will be made by a committee consisting of the Director of Rules and Compliance and the VP of Coed and VP of Girls. If any one of these three individuals has any direct association with the events, they will be replaced by the Director of AGCs.

- (2) **APPEAL**. Must be made to the President of TARSA. The President will determine if the Appeal, has been properly submitted (if he determines it is actually a Protest, he will use those procedures). If the Appeal is determined to be proper, the President will convene an Appeal Panel to hear the case. The President shall serve as the Chair of the Appeal Panel, and also will consist of the Director of AGCs, the Secretary, and the Treasurer.
- (3) **PROTEST**. Must be submitted to the President of TARSA. The President will determine if the Protest has been properly submitted (if he determines it is actually an Appeal, he will use those procedures). If a Protest is determined to be proper, the President will convene a Protest Panel to hear the case. Since a Protest will be protesting the actions of the Board of Directors, no members of the Board of Directors will be on the Panel. The President will appoint an Age Group Coordinator (not involved in the action, to Chair the Panel, and two other individuals (from Affiliates not affected by the decision) to serve on the Panel.

AGE GROUP COORDINATORS

The primary responsibility of an Age Group Coordinator (AGC) is to record game scores in a timely manner. An AGC is assigned to each age group within each division (Girls and Coed). In addition to recording scores properly, each AGC is also tasked with the following throughout the soccer season:

- (1) To manage and oversee his/her age group.
- (2) To pass along information from the TARSA Director of Age Group Coordinators and TARSA Board of Directors to coaches within their group.
- (3) To answer questions and resolve disputes or, where appropriate, to refer issues/disputes to the respective TARSA Vice President and/or Director of Age Group Coordinators.
- (4) Gathering necessary information for TARSA End of Season Tournament and disseminate that information within their age groups.

Each AGC will be given a list of the teams for their age group and division. This list will include information on each team: team number, team name, coach's name, coach's phone number(s), and coach's email address. Each AGC must have reliable access to the internet in order to post scores to the TARSA website. It is the responsibility of each AGC to access the TARSA website (<http://tarsasoccer.com/>) and enter game scores as soon as possible upon completion, but no later than 72 hours after the game. In order to accomplish this, each AGC must ensure his/her coaches comply with the TARSA rules in regards to post-game procedures:

- (1) It is the responsibility of the winning coach (both in case of a tie) to call and/or email game scores to the appropriate AGC no later than 9:00 pm on the day following the game.
- (2) In addition, each winning coach (both in case of a tie) is to mail the completed game report and the rosters from both teams to the AGC.
- (3) These reports must be post-marked within one week after the completion of the game.
- (4) Game reports that are either not called in properly or mailed properly are to be recorded as 0-0 games and no points awarded.
- (5) All game reports with attached rosters will be filed with the Director of Age Group Coordinators at the end of the season for final disposition.

IT IS THE RESPONSIBILITY OF THE TARSA DIRECTOR OF AGE GROUP COORDINATORS TO ENSURE SCORES ARE POSTED FOR ALL AGE GROUPS AND DIVISIONS.

END OF SEASON TOURNAMENT

It is the responsibility of the AGC to communicate the End of Season (EOS) Tournament information to their coaches. In turn the AGC will determine which teams will participate in the EOS Tournament and communicate this to the Director of AGCs.

TARSA POST-SEASON EVENT

TARSA END OF SEASON TOURNAMENT

All teams entered into TARSA, qualify for the end of the year TARSA End of Season Tournament (EOS). The EOS will consist of two phases:

- (1) Play-In Round. Single elimination round, with 4 teams advancing to the Finals. Will be held weekend of January 30 – February 1, 2009 at various locations. Participating Clubs will be responsible for the cost of Referees for the event. Note, in some smaller age groups only 2 teams may advance to the Finals.
- (2) Finals. Single elimination to be held weekend of February 7 – 8, 2008, at a site to be determined. Referee costs will be paid by TARSA. Champion and Runner-Up will receive awards or trophies.