



Russell Soccer Club

Raiders Programs

(LTPD & Rep)

Information Guide

For Coaches, Managers and Trainers

Dear Volunteer,

Thank you for volunteering be part of one of the Russell Raider competitive programs. Your role is as important as any within the Club, as you are an influential person to our young player's enjoyment and development with this great game.

To assist in your preparations for the upcoming season, the Club is pleased to provide you this guide. The Guide was prepared to assist you in preparing you in the volunteer role you have chosen for the upcoming season.

The Guide also includes information on the most relevant Club policies applicable to all coaches, managers and trainers, general rules of the game, and other resources. You are asked to review these policies and resources, as they will assist in your organization and delivery of a great soccer season.

Whether you're a veteran or a first-time volunteer, this Guide is designed as a practical resource for all to use and reference throughout the upcoming season.

As always, we're continually looking for ways to enhance the Rep Guide and we would invite you to forward any ideas and feedback that you might have.

Thanks again for your commitment and dedication to our community by coaching and providing our kids with the opportunity to play this great game.

Yours in soccer,

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Raiders

Rep Guide

Table of Contents

| | |
|---|----|
| 1. GENERAL OVERVIEW | 4 |
| 2. ETHICS..... | 4 |
| 3. APPLICATION..... | 5 |
| 4. DEVELOPMENT..... | 5 |
| 5. TEAM ORGANIZATION | 5 |
| 6. TEAM RULES..... | 5 |
| 7. PRACTICES / GAMES / TOURNAMENTS | 5 |
| 8. EMERGENCY ACTION PLAN..... | 6 |
| 9. GAME CANCELLATION | 6 |
| 10. COACH ROLES & RESPONSIBILITIES | 6 |
| 11. ROLES AND RESPONSIBILITIES OF THE BENCH STAFF | 7 |
| 12. CALL UPS..... | 9 |
| 13. FESTIVALS/TOURNAMENTS..... | 10 |
| 14. TRAVEL PERMITS (ATFs)..... | 11 |
| 15. PLAYER CARDS (Photo Cards, for U13 and above)..... | 12 |
| 16. GAME REPORTS..... | 12 |
| 17. TEAM FINES | 12 |
| 18. Information on Team Bench Required Courses..... | 12 |
| 19. ADDITIONAL INFORMATION..... | 13 |
| 20. EMERGENCY ACTION PLAN (EAP) | 14 |



1. GENERAL OVERVIEW

Coaches are viewed by players, opponents, game officials, parents and the RSC as the team leader. Coaches are to be aware of their conduct with all players, opponents, game officials, parents and spectators as this will reflect directly on the RSC. The job of a RSC coach is not only to develop better soccer players, but also to help in the development of better people.

Representative Coaches all require the minimum certification as required by the RSC, the OCSL, and the EODSA. Coaches are to be qualified in accordance with EODSA guidelines or be prepared to achieve the necessary credentials prior to the season commencement. Guidelines can be found on the OSA website (<http://www.ontariosoccer.net/Coach.aspx>). House League and Recreational Team Coaches do not require certification but are encouraged to enroll in the level 1 coaching training provided by the RSC.

All House League coaches are directly responsible to the Director of House league and the club Head Coach; all Representative Coaches are directly responsible to the Director of Raiders and the club Head Coach. Any game/official/player issues must be addressed with the club Head Coach and/or appropriate RSC Director or the RSC President. At NO TIME may any coach correspond directly with the ERSL, OCLS or the EODSA.

2. ETHICS

All Russell Soccer Club coaches, assistant coaches and other team officials are expected to reflect the high standards of sportsmanship advocated by the club. Coaches are expected to abide by the RSC Constitution, RSC Rules & Regulations and the principles of the Fair Play and True Sport programs. Coaches are required to sign the Fair Play Form, abiding by the RSC Code of Conduct and True Sport Movement ([Policy 5: Code of Conduct](#)).

Coaches are to ensure that all players and parents are familiar with the RSC Code of Conduct and have signed the Fair Play Form. The team coach is responsible for control of their players and supporters at all games played by their team.

The recruitment of players (poaching) from within the Russell Soccer Club and from other clubs is discouraged. As outlined in [Policy 14, Player Development](#), players will play at the appropriate age level unless authorized by the club Head Coach. It is the policy of this club to provide priority to players living within the designated boundaries of Russell Township.

Coaches who violate RSC, OCSL or EODSA policies or procedures and guidelines will be subject to disciplinary measures including the suspension or revocation of their coaching assignment. Inappropriate behaviour/actions of any coach will result in a progressive level of discipline.

Any complaints concerning any member of the coaching staff must be submitted to the club Head Coach, appropriate Director or any other member of the RSC Board in writing. A form will be available on the soccer club web site (www.russellsoccer.com) which will allow members to bring specific incidents to the attention of the soccer board. An email or letter to the appropriate director will also be acceptable. All written complaints will be followed up by the club Head Coach to investigate the circumstances surrounding the complaint and determine if an infraction has likely occurred.

Any initial infraction, as determined by the club Head Coach, RSC Board of Directors or the Discipline Committee, will require an interview and hearing with the club Head Coach and/or the RSC President. Subsequent infractions will be referred to the Russell Discipline Committee which will follow the OSA guidelines in these matters

3. APPLICATION

Application to coach any Representative (Rep) RSC team must be made on the approved Coach Application Form (<http://rsc.e2esoccer.com/Downloads/RSC/CoachApplication.pdf>). Coaches may also need to provide additional information and/or authorization for screening as per OSA and EODSA policies.

The club Head Coach will nominate the head coach for each representative team. Coaching appointments must be subsequently approved by the RSC Board of Directors and will be valid for a term of one (1) season. Coaches are to submit to the RSC a list of team officials for approval by the club Head Coach. Team head coaches will provide the club administrator with the contact information about all team officials including Assistant Coach(es), Team Manager and Team Trainer. Assistant Coaches must have completed the RSC Coaches application (<http://rsc.e2esoccer.com/Downloads/RSC/CoachApplication.pdf>), Team Trainers and Managers the mandatory ethics online courses as per OSA and EODSA regulations as well as the RSC Volunteer Form (<http://rsc.e2esoccer.com/Downloads/RSC/VolunteerForm.pdf>). The RSC Board of Directors reserves the right to veto any coach-made appointment.

Coaches are to attend the Club sponsored Coach Meetings. These meetings are **mandatory**.

4. DEVELOPMENT

Development, training and education of coaches is primarily the responsibility of the club Head Coach. Coaches are expected to upgrade their qualification by participating in the appropriate RSC and Canadian Soccer Association courses.

A refund of any course fee a coach incurs while upgrading his/her qualifications may be authorized by the RSC Head Coach provided approval to attend the course is received in advance.

5. TEAM ORGANIZATION

Team organization is a key to an enjoyable and successful season for both the coaches and players. The coach should not be overly encumbered with non-coaching activities such as calling players, arranging tournaments, finances, snack rotation, etc. The coach needs to be available to spend as much time as possible with the players. To that end, Coaches should enlist parents to assume the roles of team manager, team trainer, equipment manager, etc.

6. TEAM RULES

Coaches may establish team rules, which will be helpful in team organization such as attending practices and arriving in time for games. Team rules and the consequences of breaking the rules must be clearly communicated to all players and parents at the start of the season and be approved by the club Head Coach.

Coaches *may* penalize players by removing a privilege such as participating in a team activity or reduced playing time in the next game. Coaches are not permitted to use any form of penalty, which is contrary to the RSC Harassment Policy.

7. PRACTICES / GAMES / TOURNAMENTS

Players must be officially registered with the RSC to participate in try-outs, practices and all games including exhibition games. Representative players must be registered with the EODSA before participating in any league games or league sanctioned tournaments.

Travel permits are required for exhibition games and tournaments held outside the EODSA jurisdiction.

LTPD

In the LTPD League (U9 to U12), a roster report is required for each game. It is the team's responsibility to produce the report and bring to every game and/or festival.

NOTE: For any festivals outside of our district, please make sure to talk to the festival organizer about the requirements to register your team and players in their festival. Items such as travel permits, OSA roster and player cards **may** be needed.

REP

In the Rep League (U13 to U18), game sheets, **player** cards and any required playing up or travel permits must be completed and given to the referee prior to the start of the game.

Team Rosters/cards – in order to play, each team need 3 things:

1. OSA ROSTER: Your team must have a complete OSA Roster (including ALL Staff)
2. PLAYER CARDS: All players must have an OSA Player Card
 - Ensure that each one is valid and matches the OSA # on the OSA roster
3. ERSL GAME SHEET: All ERSL players and staff must also be entered into the ERSL database – this is the team's responsibility and the information entered **MUST MATCH THE OSA ROSTER EXACTLY**. This information is used by the ERSL database to produce your Game Sheets.

Rescheduling Games: The ERSL reschedule policy is very complicated and strict – please see the policy on the ERSL website

8. EMERGENCY ACTION PLAN

All teams are required to have in place an [Emergency Action Plan](#) (EAP). The EAP should be readily available at all practices and games. All parents should be made aware of this plan, as keeping parents informed is a must for all Rep teams.

9. GAME CANCELLATION

For Representative games, the RSC will only cancel in the event of non-playable field conditions; otherwise the cancellation of a game is at the discretion of the referee or EODSA.

If a coach feels a situation is unsafe he may, pending a possible penalty, leave the field with his/her players. The Coach is responsible for the safety of their players. Under no circumstances are players to be sent onto a field or remain on a field if lighting is a threat!

10. COACH ROLES & RESPONSIBILITIES

All Russell Soccer Club coaches, assistant coaches and other team officials are expected to abide by the RSC Constitution, RSC Rules & Regulations and the principles of the Fair Play and True Sport programs; all found on the club's website (www.russellsoccer.com). Coaches are required to sign the Fair Play Form, abiding by the RSC Code of Conduct and True Sport Movement ([Policy 5: Code of Conduct](#)).

Coaches who violate RSC, OCSL or EODSA policies or procedures and guidelines will be subject to disciplinary measures including the suspension or revocation of their coaching assignment. Inappropriate behaviour/actions of any coach will result in a progressive level of discipline. Any initial infraction will require an interview with the Head Coach. Subsequent infractions will be referred to the Russell Discipline Committee which will follow the OSA guidelines in these matters.

11. ROLES AND RESPONSIBILITIES OF THE BENCH STAFF

Every volunteer is required to have a valid police check on file with the club. **All** volunteers with rep teams must have the vulnerable sector screening done as well. This process takes between one week and three months. Please start as soon as possible by contacting the club administrator to obtain the correct forms, reference letter, and appropriate police office to visit. Screens are usually accepted from other organizations as long as they are recent (last 2 years). Please contact the administrator for further information.

Volunteers will not be placed on the roster until the police record check is on-file, or confirmed to be in process.

The Head Coach:

1. Is viewed by players, opponents, game officials, parents, and the RSC as a representative of the RSC and as the team leader.
2. Will conduct him/herself according to the RSC Constitution, Rules & Regulations, Fair Play policy and the Code of Conduct, as well as the OCSL or EODSA policies & procedures.
3. Will read and follow the RSL coaches' guide, and may turn to the RSC club Head Coach for guidance, support and training.
4. Will attend the appropriate RSC coach orientation meetings.
5. Will delegate some of the below responsibilities to other bench staff
6. Will ensure that all players and parents will also read and sign the Fair Play policy, as the coach is responsible for control of their players and supporters at all games played by their team.
7. Will ensure that he/she has completed a coach application form and provided authorization for a police screening check.
8. Will have their team entered on the appropriate league website (This is each teams responsibility – ensure players information on website matched the Roster report, Players Cards and OSA Roster)
9. Will ensure, for every game, their players are on the team roster report (U9 to U12) or have player cards (U13 and above) with correct information (I.e. DOB, OSA number). For U13 and above team, you will also need a copy of your OSA roster report (provided to you at the beginning of the season by the club)
10. Will process any call ups that are required for a game (U13 and above)
11. Will ensure players do not exceed the maximum playing minutes allowed (U9 to U12)
12. Will select an assistant coach, manager and trainer, to help with such duties as helping to run practices, bench management during games, injuries and replace the HC when necessary due to absence. Coaches are encouraged to recruit help from the parents
13. Will establish team rules and expectations of the players and parents.
14. Should have an Emergency Action Plan in place for the season.
15. Will communicate with parents and should start the season with a parents meeting. Through this meeting, helpers can be identified, tasks assigned, and emergency Action Plan can be formulated with information on medical and contact information from each player.
16. The representative coaches will communicate with the Director of Representative Programs. The Director of Representative Programs is the first point of contact for Representative coaches.

17. Use their best judgment when applying the general rules of the game, and will work with opposing coaches to ensure a fair and fun game is had by both teams.
18. Will be responsible for practices. This is the time to teach soccer skills through practice drills.
19. Will complete any training that is required by the OSA

The Assistant Head Coach:

1. Is viewed by players, opponents, game officials, parents, and the RSC a representative of the RSC and as part of the team leadership.
2. Will read and follow the RSL coaches' guide, and may turn to the RSC Head Coach for guidance, support and training.
3. Will conduct him/herself according to the RSC constitution, Rules & Regulations, Fair Play policy and the Code of Conduct, as well as the OCSL or EODSA policies & procedures.
4. Will attend the appropriate RSC coach orientation meeting.
5. Will help the head coach ensure that all players and parents will also read and agree to the Fair Play policy, as the coaching team is responsible for control of their players and supporters at all games played by their team.
6. Will complete a coach application form and provide authorization for a police screening check.
7. Will help the HC with such duties as helping to run practices, and to replace the HC when necessary due to absence.
8. Will be primarily responsible for Bench Management during the games. This entails supervising the players that are waiting to return to play on the field, ensuring the players remain at the team bench, and ensuring the players are ready for substitutions, (they know where to go, and who to replace).
9. Will support the HC maintain team rules and expectations of the players and parents.
10. Should be aware of and/or help establish an Emergency Action Plan.
11. Will communicate with parents and should assist with the parents meeting at the beginning of the season. Through this meeting, helpers can be identified, tasks assigned, and emergency Action Plan can be formulated with information on medical and contact information from each player.
12. Will complete any training that is required by the OSA

The Manager:

1. Is viewed by players, opponents, game officials, parents, and the RSC a representative of the RSC and as part of the team leadership.
2. Will conduct him/herself according to the RSC constitution, Rules & Regulations, Fair Play policy and the Code of Conduct, as well as the OCSL or EODSA policies & procedures.
3. Will help the head coach ensure that all players and parents will also read and agree to the Fair Play policy, as the coaching team is responsible for control of their players and supporters at all games played by their team.
4. Will provide authorization for a police screening check.
5. Will support the HC maintain team rules and expectations of the players and parents.
6. Should be aware of and/or help establish an Emergency Action Plan.
7. Will complete any training required by the OSA
8. Will complete assigned tasks from the HC. Such tasks could include
 - Registering team on appropriate league website
 - Ensuring their players are on the team roster report (U9 to U12) or have player cards (U13 and above) with correct information (I.e. DOB, OSA number). For each team U13 and older, you will also need a copy of your OSA roster report (provided to you at the beginning of the season by the club)
 - collecting team fees
 - paying for Festival/Tournaments from the team fees

- snack schedule (for younger teams) if teams choose to
- vacation schedules for players, inform coach a week in advance of players missing for the following weeks game
- Process call ups through league website (U13 and above)
- Will ensure players do not exceed the maximum playing minutes allowed (U9 to U12)

The Trainer

1. Is viewed by players, opponents, game officials, parents, and the RSC a representative of the RSC and as part of the team leadership.
2. Will read and follow the RSL coaches' guide, and may turn to the RSC Head Coach for guidance, support and training.
3. Will conduct him/herself according to the RSC constitution, Rules & Regulations, Fair Play policy and the Code of Conduct, as well as the OCSL or EODSA policies & procedures.
4. Will provide authorization for a police screening check
5. Will deal with any injuries that occur during practices and/or games
6. Will determine if an injured player can return to a practice or game and inform the HC
7. Carry First Aid kit provided, and fill as required
8. It is suggested the trainer should have first aid & CPR training
9. Will complete any training required by the OSA

Most importantly, the Bench Staff are expected to follow and practice True Sport Values: Inclusion, Fairness, Excellence, and Fun. Also the True Sport Principles: Go For It, Play Fair, Respect Others, Keep It Fun, Stay Healthy, And Give Back.

12. CALL UPS

The RSC encourages teams to call up players from younger teams or house league players to help fill in their roster for their upcoming game. The Head Coach of the team affected needs to be asked if their player is available to play on the given night. That Head Coach should inform the rep Director they are ok with requested player being called up. The team requiring the call up will then request the call up through the appropriate league database.

When calling up players you do it thru the different league systems. This request generates an automatic email to several different people. (YOU DO NOT HAVE TO EMAIL ANYONE WITH A REQUEST FOR APPROVAL). If the request has met all requirements, it will be approved within 24 hours. Remember if you use a call up that has not been approved you will be fined and forfeit the game. You CANNOT write in players on your game sheets as this is illegal. They must appear on the game sheet when you print it before the game. You will be fined for any handwriting on the game sheet.

General Information on Call Ups

LTPD

- You can have a maximum of 3 call-ups at any game.
- You can call-up from any Russell Team at a lower level or age group
- You must inform the club of all potential call ups because all call ups must be monitored by the club
- Call-ups must be approved by the teams head coach the club FOR EACH GAME

NOTE: Players are only allowed to play in 1 game per week, therefore having a call up will be determined by if that player has a game already played or scheduled for the week in question. This is why it is important to talk to the player(s) coach beforehand and having their approval.

Rep

- You can have a maximum of 3 call-ups (or trial permits or temporary registrations) at any game.
- You can call-up from any Russell Team at a lower level or age group
- All call-ups must have a valid OSA Player Card (the only exception is for Trial Permits)
- You must inform the club of all potential call ups because all call ups must be entered into the ERSL database (the club has to do this)
- Call-ups must be approved by the club FOR EACH GAME (ERSL call-up requests are done on the website)

NOTE: If a house league player is called up more than 3 times per season, a meeting will take place between the team's Head Coach (calling up the player) and the Rep Director and Club Head Coach before a 4th call up will be approved.

13. FESTIVALS/TOURNAMENTS

The RSC encourages teams to participate in festivals or tournaments throughout the season. Each Head Coach has the final say in how many their team participates in (Most Raider teams compete in 3 per year). It is the responsibility of the team to register their team, players and pay the fees associated in entering.

If registering for a festival/tournament **outside of the EODSA**, teams are required to complete a travel permit (see section below for travel permits). If a team fails to show for a registered festival/tournament the fees sanctioned against the club from the league will be paid to the club by the team.

RUSSELL FESTIVAL (U9 to U12)

Every year the RSC holds its annual festival in late August (The week-end before labour day long week-end). All Raider teams are required to play (if enough players are available). The team does not pay to play in the festival, but is required to provide the necessary volunteers as requested by the Festival Chair. All teams will submit a cheque to the Rep Director in the amount that visiting teams will pay to play in our festival. If a team volunteers do not show up as scheduled, the cheque will be cashed.

Other Festival/Tournament Links

The following websites can be used for looking for local or provincial festivals/Tournaments.

EODSA <http://www.eodsa.on.ca/>

EODL League website: <http://www.eodl.ca/>

EODSA League website: <http://www.eodsaleague.com>

ERSL League website: <http://www.ersl.ca>

OSA website: <http://www.soccer.on.ca>

Of the websites above, the OSA website will give you all the options available to you in Ontario. Please look under the “**Competitions**” tab for the “**Tournament Directory**”. From here just select the selection that fits your team.

14. TRAVEL PERMITS (ATFs)

You cannot fill in an ATF until you have your OSA roster as required numbers are on the OSA roster.

Travel forms can be found on this link: <http://www.eodsa.on.ca> and then select "Forms" and then select "Competitions Forms" from the menu. For the RSC Team information required you can find it all on the TRR. Please note that when applying to any tournament out of the Province or Country you must attached proof of approval by the governing body of the tournament. The tournament host will know what this is and will give it to you or let you know where to get it. The EODSA will not process the application without this document.

Once the form is properly filled out, you then save it and forward to rsclub@russellsoccer.com. Once the form is received, it will be approved and sent to the EODSA for approval. The club will not verify the data contained in it. Once it has been approved by the EODSA, it will send it back to you. The average processing time could exceed 10 working days.

Costs for all Travel Permits are included in your Raider fees. However if you apply for one and cancel, there will be a \$20 charge applied to the team. (The RSC is billed for every travel permit applied for)

EODSA NOTES for ATFs Travelling within Ontario

When travelling to a tournament within Ontario you MUST go into the OSA's approved tournament list to fill out your application form.

Go to <http://www.ontariosoccer.ca/Forms.htm> and next to ATF-Ontario there is a link to the Approved Tournaments list.

When this link is selected, a chronological list of all approved tournaments within Ontario appears.

The applicant will then scrolls to the appropriate tournament and select it by clicking on the name.

****NOTE:** There are different links for Festival/Mini and Youth/Senior tournaments so make sure the correct link is being selected**

Upon clicking the tournament name it will give all the tournament information. At the top of the page, under the title Tournament Details is a link for Application to Travel Form which the applicant should select.

By doing this all the tournament information will be correct and the applicant need only enter in **their** club and team information. Failure to do so will result in having to redo everything and submit a new application. If we receive permits with incorrect information, particularly the jurisdiction, eligible teams, or the team type then the application will not be approved and we will request a new one that follows this procedure.

REMINDER: Please confirm that the coach and team manager listed on the application are registered as such and appear on the team roster.

Please forward to all your team managers as this will be part of the online Travel Permit Process.

This will be required for all of the OSA's Online Forms. This includes Travel Permits, International Transfer Request, Applications to host Exhibition games and Tournaments.

15. PLAYER CARDS (Photo Cards, for U13 and above)

All player cards as now processed on-line by visiting this link: <http://idcard.eodsa.ca/>

16. GAME REPORTS

Must be filled out and reported within certain time frames. Under no circumstances is any RSC Team Staff to ask any Game Official to falsify these reports. (The Referee will be fined and suspended if caught falsifying these reports)

17. TEAM FINES

The ERSL and EODSA like to FINE everyone for deviating from the mandatory rules. This means you will be fined if you do not provide the mandatory equipment at home games. If the RSC is fined, you will be notified and expected to pay the fine within SEVEN days. It is the Team's responsibility to ensure they have the proper equipment and follow the mandatory rules.

REMEMBER: You cannot write names on a game sheet or you will be fined.

18. Information on Team Bench Required Courses

NOTE: For all courses, you are required to register yourself on the course and then submit your receipts + proof of completion to the Club for cost recovery.

Learn to Train U9 to U12/ Soccer for Life (U13+) Course

These courses are required to coach. They are a two day course held at various Ottawa based clubs. The brochure below provides a good overview.

<http://www.ontariosoccer.net/Portals/11/LTPD/Learn%20To%20Train%20Brochure.pdf>

You can find and register for this course through the Coach Centre website below: Select the Eastern Ontario District Soccer Association. Leave host blank and it will show you all the available courses. At present there is only one listed for early May. More courses will be posted over the coming months but they tend to fill up quick. Coaches, Assistant Coaches and the Manager are expected to be Learn to Train qualified.

<http://www.coachcentre.ca/PublicCourseSearch.aspx?ID=2>

Making Ethical Decisions

This is a one day (3.5hr) course/workshop required for Coaches, A/Coaches and Managers. This course is not specific to soccer but to all sports. Although the course is offered online policy requires those in major cities, us, to complete the onsite course. The link below provides more details and provides a current list of available courses, currently some available in Orleans in May.

<http://www.coachesontario.ca/nccp-training/competition-introduction/make-ethical-decisions/> OR
<http://www.coachesontario.ca/nccp-training/course-calendar/>

Respect in Soccer Certificate

The Respect in Soccer Program assists coaches, referees, trainers and managers with identifying and dealing with abuse, neglect, harassment and bullying in sport. All competitive (Rep) coaches must take the Respect in Soccer Program, and it is highly suggested for recreational (House League) coaches. The online course costs \$30 and the curriculum is divided into six, 30-minute modules that can be completed at the user's own pace. Once completed, certification is portable to other sports involved in Respect in Sport.

<https://ontariosoccer.respectgroupinc.com/secure/>

Approvals Needed Before Hand

Before you register for these courses you first need to be approved by the Club as the Coach, A/Coach or Manager. Once approved by the Club, typically by email, you will be required to register with Coaching Association of Canada in order to obtain a National Coaching Certification Program (NCCP) Number. This number will be required in order to register into the above courses. To obtain a NCCP number, please visit <http://coach.ca> and select My Locker on the far right. You can register here, under Profile, for a NCCP number. You will be able to track your various qualifications here, once they are completed.

19. ADDITIONAL INFORMATION

Please check the RSC website for additional information or check these websites out

EODSA <http://www.eodsa.on.ca/>
EODL League website: <http://www.eodl.ca/>
EODSA League website: <http://www.eodsaleague.com>
ERSL League website: <http://www.ersl.ca>
OSA website: <http://www.soccer.on.ca>
OYSL website: <http://www.oyslsoccer.com>

20. EMERGENCY ACTION PLAN (EAP)

All teams are encouraged to have an EAP in place for games and practices. The accompanying EAP is a guideline and reference for coaches and teams. This plan should include assembling Player Information Cards (PIC) of all players, police and ambulance emergency numbers, specific locations of practices or games, and access to a cellular phone.

The EAP should be written down so everyone involved is clear on his or her responsibilities.

Designate key individuals to carry out the EAP:

Charge Person. This is the person who is most qualified in first-aid & emergency procedures.

This individual will:

- know what emergency equipment is available at the facility
- secure a controlled and calm environment
- access – and tend to – the injured player
- direct others involved until medical personnel arrive

Call Person. This is the person who will phone for emergency care.

This person will:

- keep a record of emergency phone numbers and know the location of telephones at the facility
- make the telephone call for assistance
- guide the ambulance (if required) in and out of the facility

This information should be readily available at all practices and games.

In Canada we have a defense in sport called the "Volenti Doctrine". The courts recognize and understand that in any sport there are risks that are "obvious", i.e. "foreseeable" and "necessary". In other words, the risk of minor injury or injury is both foreseeable and necessary if one is to learn the sport. The risk of receiving blows to the body is both foreseeable and necessary to soccer if one is to accomplish the end result of the sport.

Nevertheless, in the case of an accident or injury you must understand and conduct yourself in the standard of care required by the situation. Therefore if your participant is injured, then:

- secure proper medical attention immediately
- if injury is serious, implement your EAP
- make sure you have Player Information Cards
- notify parents and follow-up on condition

Player Information Cards (PIC) should include the player's name, date of birth, emergency contacts, and medical card and condition information. It should be completed and carried with you at all times (quite often, the easiest place to keep it is in or with your first aid kit). In the event of an injury while participating in events, the information provided can be of assistance to attending medical staff.

RSC CODE OF CONDUCT

The Russell Soccer Club (RSC):

1. Promotes and develops the game of soccer for the benefit of the residents of the Township of Russell.
2. Helps individuals to develop their character as resourceful and responsible members of their community by providing opportunities, through the game of soccer, for their mental, physical, and social and leadership development.
3. Educates through soccer skill development the aspects of fair play and sportsmanship.

The RSC endorses and adopts the True Sport values and principles. True Sport is a national movement of communities and groups across Canada working to ensure a positive, meaningful and enriching experience for all who participate in sport. At the heart of True Sport there are four core values: fairness, excellence, inclusion and fun. Details of the True Sport Movement are found in the *Fair Play Form* below.

All RSC members are to sign the *Fair Play Form* committing members to adhere to the RSC Code of Conduct policies. Failure to comply with this code of conduct, the True Sport Principles and refusal to sign the *Fair Play Form* may result in the termination of membership or a member losing privileges that come with membership in the RSC, including the opportunity to participate in RSC activities.

The RSC is committed to providing an environment in which all individuals are treated with respect. Members of the RSC shall conduct themselves at all times in a fair and reasonable manner. The RSC has the right to take corrective action in dealing with the conduct of its members. Corrective action is defined as, but not limited to, penalties prescribed by a higher body where applicable or where not defined shall cover suspension, fine, ejection from the RSC, posting of bonds, deduction of points, re-assignment within the categories/divisions of play, or any combination. Posting of bonds or other sureties shall not exceed \$6,000.00.

Members shall refrain from comments, behaviours or actions, which are disrespectful, offensive, abusive, racist, or sexist. In particular, behaviour, which constitutes harassment or abuse, will not be tolerated by the RSC. RSC members shall not engage in any activity or behaviour, which endangers the safety of others.

During the course of all RSC activities and events, members shall avoid behaviour, which brings the RSC, or the sport of soccer into disrepute, including but not limited to, abusive use of alcohol and non-medical use of drugs.

The RSC recognizes the Canadian policy on penalties for doping in sport. Members shall not use illicit drugs/narcotics or performance enhancing drugs or methods. RSC members shall at all times adhere to the RSC policies and guidelines and to rules governing any competitions or tournaments in which the member participates on behalf of the RSC.

TRUE SPORT

Join It. Show It. Live It. Grow It

Sport is a testing ground - not just for athletes and coaches, but also for communities and society as a whole. The way we play together shapes how we live together. The vast majority of Canadians (over 90%) believe that sport can and should make a positive contribution to the development of our youth and the quality of life in our communities. Less than one in five believe that sport is living up to its potential (2002 Canadian Public Opinion Survey on Youth and Sport).

Sport is never neutral. It can teach values and ethics; or not. It can help people develop a positive self-image and respect for others; or not. It can strengthen community life; or not. Sport can bring people together, foster friendships; reinforce healthy lifestyles, and build civic pride and community participation. Or it can be about violence, drugs, cheating, winning at any cost. It's up to us.

Positive sport values may be alive and well in your group or community. But don't take this for granted. It's essential to actively support positive values, in simple and powerful ways. Join the growing ranks of teams, organizations, schools, communities, clubs and associations across Canada who are building a stronger, more positive sport culture through True Sport.

True Sport is a national Movement of communities and groups across Canada working to ensure a positive, meaningful and enriching experience for all who participate in sport. The True Sport Movement is based on the belief that good sport can help build lasting strengths in individuals, as well as healthy, vibrant communities and a more socially connected Canada. At the heart of True Sport there are four core values: fairness, excellence, inclusion and fun.

It's a Movement powered by people like you athletes, coaches, officials, organizers, parents, teachers, and community leaders. People who know that sport can transform lives and communities. People who care about the positive values that sport embodies: like teamwork and commitment. People who want to see sport in Canada live up to its full potential.

True Sport Values: True Sport is founded on an explicit set of core values. These values are not imposed from above. Rather, they grow out of what Canadians believe is important and want to see manifested in community sport: inclusion, fairness, excellence and fun. These values apply across all sports and at all levels of sport; individuals, teams, schools, leagues, associations, and communities; even cities.

Inclusion: True Sport ensures inclusion by increasing accessibility and opportunities for participation in sport, while providing a welcoming, culturally diverse sport environment.

Fairness: True Sport embraces fairness by promoting fair and ethical sport programs, which translate into a positive sport experience for participants. Values such as respect, fair play and a love of the game are ingrained in the philosophy and implemented in community activities.

Excellence: True Sport encourages sporting excellence and demonstrates high levels of participation in sport and physical activity. For example, a True Sport community boasts a number of aspiring and elite athletes, commits to hosting sporting events, and fosters a healthy number of sports clubs and recreation centers.

Fun: True Sport embraces the concept of FUN. For example, a True Sport community ensures that programs and services provide activities that focus not only on skills and competition, but also on the social aspect of participating in sport.

True Sport Practices: The next layer of the True Sport system is its practices. These are the behaviours that are put into play on the ground and that make the values concrete. Behaviours such as:

- Playing fair
- Treating team-mates and competitors with respect
- Abiding by the rules of the game
- Playing drug-free
- Penalizing inappropriate behaviour

These practices will be employed and enforced by all True Sport athletes, teams, leagues, associations and communities.

Principles for Sport

- *Go For It* - Always rise to the challenge. Discover how good you can be.
- *Play Fair* - Play honestly & obey the rules. Winning is only real when competition is fair.
- *Respect Others* - Respect team mates, competitors and officials, both on and off the field. Win with dignity and lose with grace.
- *Keep it Fun* - Have a good time. Keep a positive attitude and contribute to a positive atmosphere.
- *Stay Healthy* - Respect your body. Keep in shape. Avoid unsafe activities.
- *Give Back* - Do something that helps your community.

SOCCER FIELD ETIQUETTE

We are proud of our soccer fields and work hard to keep them among the best in the region. Having access to them is a privilege that can be removed so it is important that we all make an effort to give our facilities and fellow members the respect they deserve by observing some basic rules of etiquette when you go the soccer fields.

1. Do not leave litter on the fields. Bring it home or use the nearest garbage can. If you brought it to the field, you can take it back home.
2. Do not ride your bike on the playing fields. Park your bike in the bicycle racks located in the parking lot or ride/walk it around the perimeter of the playing fields.
3. Do not walk across the fields to/from your game; please walk along the perimeters.
4. If a game or practice is in progress, be respectful and stay well away from the playing area and do not cut across the fields, even if the play is at the other end.
5. **Keep your dogs and other pets at home.**
6. Do not leave bikes, bags, lawn chairs or other items close to the sidelines of the field.
7. Park your vehicle responsibly, keep it off the grass and respect the fire lanes.
8. Report anyone who is abusive to our facilities by contacting the club at rsclub@russellsoccer.com.

These rules apply to everyone including players, coaches, parents and visitors. Any RSC member or team found to be disrespectful to our facilities may be subject to discipline.

FAIR PLAY FORM - SAMPLE

The RSC strongly adheres to the FAIR PLAY concept and expects all members, players, coaches, volunteers and other participants to understand and practice this concept during RSC activities and events. An online form can be found at:
<http://rsc.e2esoccer.com/Downloads/RSC/FairPlayForm.pdf>

The Principles of Fair Play:

1. Respect for the rules of Soccer
2. Respect for the Referees and their decisions
3. Respect for opponents
4. Respect for your team players, coaches, conveners and volunteers
5. Give everyone an equal chance to participate
6. Maintain your self control at all times.

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| <p><u>Fair Play Code For Coaches</u></p> <ul style="list-style-type: none"> • I will be reasonable when scheduling games and practices remembering that soccer players do have other interests and obligations. • I will teach my players to play fairly and to respect the rules, the referees and opponents • I will ensure that all players get equal instruction, support and playing time. • I will not ridicule, or yell or be negative towards my players or towards game officials. I will remember that the players are here to enjoy themselves and must be encouraged to have confidence in themselves. • I will make sure that equipment and facilities are safe. • I will remember that my players deserve a coach they can respect. I will be generous with praise and set a good example in my dealings with my players, other coaches and referees. • If I disagree with an official, I will accept their decision and discuss the matter calmly and privately after the game. • I will obtain proper training and continue to upgrade my coaching skills. | <p><u>Fair Play Code for Players</u></p> <ul style="list-style-type: none"> • I will play soccer because I want to, not because my parents or coaches want me to. • I will play by the rules. • I will control my temper at all times - fighting; arguing and “trash talking” spoil the enjoyment of soccer for everyone. • I will respect my opponents. • I will be a true team player. • I will remember that winning isn't everything. Having fun, improving skills, making friends, and doing my best are also important. • I will acknowledge all good play by my teammates and opponents. • I will remember that coaches and referees are here to help me. I will accept their decisions with respect. • I will not dispute the referee's call. |
| <p><u>Fair Play Code For Parents</u></p> <ul style="list-style-type: none"> • I will not force my child to play soccer. • I will remember that my child plays soccer for their enjoyment, not mine. • I will encourage my child to play by the rules and resolve conflicts without resorting to verbal abuse, hostility or violence. • I will teach my child that trying their best is as important as winning, so they will never feel defeated by the outcome of a game. • I will make my child feel like a winner every time by offering praise not criticism. • I will never ridicule or yell at any player, coach or referee for making a mistake or losing. • I will applaud good plays/ performances by my child's team and their opponents. • I will never question a coach's or referee's judgment, methods or honesty in public. • I will support all efforts to remove verbal and physical abuse from soccer activities. • I will respect and show appreciation for volunteer coaches. | |

I, the undersigned RSC Member, agree to the Code of Conduct Policy 5, will abide by the True Sport and Fair Play Principles and acknowledge that failure to comply may result in disciplinary action.

Player Name: _____ Team & Age Group of Player: _____

Name: _____ Signature: _____

Date: _____