



**CRYSA TIER III
POLICY AND PROCEDURES
MANUAL**

October 1, 2018

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Campbell River Youth Soccer Association

Mission Statement

Our Mission is to promote, develop, encourage and educate young players in soccer by providing an environment which fosters the enjoyment of the sport along with team spirit, sportsmanship, fair play and which affords all players the opportunity to reach their full potential. To achieve our goal we shall endeavor to provide education, training and leadership to our volunteers as we strive to reach the highest standards in amateur sport within our community.

Definitions

Tier III

There are four (4) "tiers" or levels of soccer competition in BC and Upper Island Soccer (UISA) offers players the ability to compete in and move between tiers to play at the level of soccer that best suits them. The league provides playing opportunities for both male and female athletes ages U12 to U18. The playing season is classed as Coastal and runs August 1st thru July 31st. Players playing in this league will be selected through an evaluation process.

"Tier III" is often referred to as "Rep", "Select", "Developmental", or "B-Cup" and is the basis of the Campbell River Youth Soccer Association (CRYSA) "Accelerated" program.

Super 8

"Super 8" is the developmental portion of the Tier III league and is for the U12 and U13 age bands. Play is limited to 8 vs 8 soccer, with emphasis on player development rather than results. Teams formed in this portion of the league may be age blended.

Coaches

Coaches are all CRYSA volunteer members, who endeavor to provide a positive learning environment for players as outlined in the Mission Statement. All CRYSA coaches will adhere to all CRYSA's Policies, Behavior Expectations and Strategic Plan.

Application

All prospective coaches will complete an application form, available on the CRYSA website, and return the form to the CRYSA Director of Accelerated Program. The deadline for coaching applications for the upcoming year is **April 30th** of the preceding season.

Selection

The selection of successful Coach applicants will be the responsibility of a committee comprised of CRYSA's Technical Director, Director of Accelerated, and the Director of House Soccer. Successful candidates will be informed by **May 15st and may be subject to change based on registration.**

Criminal Record Check

All successful applicants will, within 2 weeks of notification, provide CRYSA with a completed Criminal Record Check (CRC) or proof that a record check is in process. Failure to comply will result in immediate removal of the applicant from the position of coach. This policy applies to all Coaches, Managers, or any other person with direct or indirect contact with players (i.e. "Bench Mom's"), and it is the Head Coach's responsibility to ensure compliance. Further and more complete information may be found in the Risk Management section of CRYSA's Overview For Coaches and Volunteers manual, available on the web site.

Behavior Expectations

All Coaches, Assistant Coaches, Managers, and any other person with direct or indirect contact with players, are required read CRYSA's "Behavior Expectations for Coaches, Managers and Trainers", and sign the form. It is the Head Coach's responsibility to ensure compliance. The form must be returned to the Director of Accelerated Program, prior to the commencement of season training. Further and more complete information may be found in the Behavior Expectations as found on the CRYSA website under Coaches / Coaches Resources.

Training

It is the Head Coach's responsibility, in conjunction with the CRYSA Administrator, to ensure that all players have registered with CRYSA prior to participation in any form of training. All requests for training times on the turf shall be directed to the Director of Accelerated and the CRYSA Administrator. It is the Head Coach's responsibility to inform parents of any changes/cancelation/field closure for practices or games.

Player Evaluations

In order to be considered for placement on a **Tier III** team, all players must participate in an evaluation process. Evaluations will be conducted by a committee comprised of CRYSA's Technical Director, the Director of Accelerated Program, and the Coaches assigned to each age and gender band. The criteria for evaluations are listed below.

- There must be a minimum of three evaluation sessions
- To be eligible for selection players must attend a minimum of 2 out of the 3 evaluations.
- All evaluations are to be completed by **May 31st.**

CRYSA reserves the right to waive the attendance requirements under extraordinary circumstances. As an exception to the Player Evaluation Policy, players new to the community after completion of evaluations may be considered for placement.

Team Composition

Selection

The team selection process will be done by the Coaches and the Director of Accelerated Program with input from CRYSA's Technical Director. If necessary, a CRYSA "neutral" BOD Executive or Representative will assist and will be the "final arbitrator" on decisions. CRYSA reserves the right to blend age bands to maximise player participation. Successful players shall be notified by the Coaches by **June 15th**.

All players, parents and team officials selected are required to read CRYSA's "Behavior Expectations" for players and sign the form. Forms are to be returned to the Coach, who will forward them to the Director of Accelerated Program, prior to the start of the season. Further and more complete information may be found in the Behavior Expectations as found on the CRYSA website under Coaches / Coaches Resources.

Roster size

The minimum roster for ages U12 and U13 is set at 10 (maximum as per UISA)
The minimum roster for ages U14 thru U18 is set at 13 (maximum as per UISA)

Transfers

In the event that the minimum roster size has not been met, the team Coach may petition the CRYSA board to transfer an underage player to their roster. The criteria for this application is as follows.

- Application to the Board cannot be made prior to two weeks before the start of the playing season.
- The number of petitioned players must only bring the roster size to the minimum required and cannot exceed that minimum.
- Transfer of the players cannot have a detrimental numerical effect on the younger team.
- Approval of transfer is for one playing season.
- CRYSA reserves the right to determine which player is transferred.
- If, following approval of a transfer, new registrations are received, the transfer is not reversed unless at the request of the players parent/guardian.

Players may petition the CRYSA BOD to transfer to play in a higher age band. The criteria for such transfers is listed below.

- An application in writing must be received by the Director of Accelerated Program prior to the start of evaluations.
- Applications must contain reasons as to why the player wishes to play up, or the application will not be given consideration.
- The application must not have a detrimental numerical effect on either team.

- The applicant will be evaluated by a committee of the Technical Director, the Director of Accelerated Program, and the Coach of the team the player would be transferring to.
- Approval will only be granted under unique circumstances.
- This committee's recommendation will be presented to the Executive for endorsement. If the Executive does not endorse the recommendation it will be discussed at the next BOD meeting.

Female players may petition the CRYSA BOD to transfer to a male team of the same age band. The criteria for such transfers is listed below.

- An application in writing must be received by the Director of Accelerated Program prior to the start of evaluations.
- The application must not have a detrimental numerical effect on either team.
- The applicant will be evaluated by a committee of the Technical Director, the Director of Accelerated Program, and the Coach of the team the player would be transferring to.
- Approval will only granted under unique circumstances.
- This committee's recommendation will be presented to the Executive for endorsement. If the Executive does not endorse the recommendation it will be discussed at the next BOD meeting.
- The receiving team must have a female chaperone willing to attend all practices and games.

Permitting

The request to permit a player during the course of the league playing season shall follow the criteria outlined by UISA (as found on the UISA website under Rules and Forms / Forms / Youth to Youth Permits). Permits may be granted in the following instances.

- When the roster of a Super 8 team drops below 10 players.
- When the roster of a U14-U18 team drops below 13 players.
- The player to be permitted is a Tier III player permitting to a Tier III team of the next higher age band.
- The player to be permitted is a house player permitting to a Tier III team of the same age band or the next higher age band.

In addition to the UISA criteria, CRYSA requires the following:

- Permitted player selection is at the Coach's discretion, but should complement the team (i.e. a defensive player is missing, then a defensive player should be permitted).
- A permitted player can only attend games where the regular roster drops below the levels listed above.
- If players are being permitted from another Tier III team, the respective Coach and Director of Accelerated Program shall be notified prior to communication with the player or family for each instance.
- The completed permit form must be received by the CRYSA Director of Accelerated Program a minimum of 48 hours prior to the game which the permit

is requested for. Note: UISA requires such form to be submitted to them 24 hours prior to the game.

- Super 8 teams may not permit to other Super 8 teams.
- Although players permitted from younger aged and house teams are valid with UISA for the season, each time the player is being utilized the Director of Accelerated Program must be notified and if applicable the respective coach.
- Permitted player are permitted to train with the team, the week prior to the game only.
- A team is limited to permitting a maximum of two players for any game.

Registration

For insurance purposes, all selected players are required to register by **June 30th**. Players registering after that deadline will be subjected to a late registration penalty and may forfeit their spot on the squad. Included in the registration fee is a REP only pre-season camp. Although the camp is not mandatory, no refunds will be issued for players not attending the camp. It is the Coaches responsibility to ensure all players have registered, thus are insured, prior to beginning training.

Kit / Equipment

As part of CRYSA's branding policy, all selected players will be required to purchase a kit consisting of the below;

- Training Jacket
- Training Pants
- Rain Jacket
- Shorts
- Socks
- Backpack

Teams are not permitted to alter or enhance the kit without the express permission of the Board.

All requests for equipment must be directed to the Director of Equipment.

Discipline

All discipline issues will be dealt with as found in CRYSA's "Policy for Discipline", available on the web site.

Safety and First Aid

All coaches will adhere to CRYSA's safety and first aid protocols as found in the "Safety and First Aid" section of CRYSA's Overview For Coaches and Volunteers manual, available on the web site.

In addition all coaches will adhere to the following policy's, as found on the **CRYSA's Website**

- Severe Weather Protocol
- Concussion Policy
- Air Quality Guidelines
- Field Closure Protocol

Fundraising

All coaches will adhere to CRYSA's fundraising policy as found on the **CRYSA Website.**

Sponsorship

All coaches will adhere to CRYSA's sponsorship policy as found on the **CRYSA Website.**

Travel

All coaches will adhere to CRYSA's travel policy as found on the **CRYSA Website.**

Appendix A

Tier III Timelines

Tier III Playing Season - August 1 through July 31

Coach Applications - April 30

Coach Selections - May 15

Criminal Record Check Applications - May 31

Player Evaluation Completions - May 31

Player Notification Completions - June 15

Player Registration Deadline - June 30

UISA Player and Coach Registration - August 1

Player I.D. Numbers Issued - October 1