



**KAMLOOPS YOUTH SOCCER ASSOCIATION**

**2020 SPRING LEAGUE  
TEAM HANDBOOK**

**KAMLOOPS YOUTH SOCCER ASSOCIATION**  
**Handbook - Table of Contents**

Coaches Checklist.....1  
President's Message.....2  
KYSA Community Spring League Sponsors .....3  
KYSA General Info.....4-7  
2020 Calendar.....8-9  
Managers/Coaches Info.....10-15  
Allergy Alert.....16  
Lightning Safety/Severe Weather Policy.....17-18  
Concussion Information.....19-21  
AED.....22  
Casts/Jewelry.....23  
Individual Team Sponsorship Policy.....24  
Tournament/Travel Application.....25  
Spring League Call-up Form.....26  
Code of Conduct.....27  
Child Safety/CRC Screening.....28-29  
Discipline and Harassment Policies.....30-31

**KAMLOOPS YOUTH SOCCER ASSOCIATION**  
**COACHES CHECKLIST**

Prior to the start of the season, coaches should complete the following tasks to ensure a successful year:

- Select your practice date (through Carolyn)
- Contact your team and introduce yourself
- Set up a parent meeting and ask parents to help (assign specific duties where you can)
- Distribute jerseys to your players
  - \*Note: A player list with sizes is included with your team sets. Jerseys are specific to the sizes requested during registration, so please do not trade colours with other teams.
  - \*Please wait for confirmation and payment from parents before getting names/numbers put on jerseys
- Hand out photo forms to your team and ensure they know your photo time
  - \*Note: Photo forms will be distributed during Indoor Dome training sessions
- Double check your equipment to make sure you have it all - we forget things sometimes!
- Review the rules specific to your age group
- Contact the KYSA Office with any questions or concerns - we are here to help



## **PRESIDENT'S MESSAGE**



**O**n behalf of the volunteer Board of Directors of the KYSA, it gives me great pleasure to extend a warm welcome to the 2020 season of soccer. We would also like to extend our **thanks and appreciation** for taking on the roles you have committed to for the upcoming soccer season.

Year after year, the KYSA's objective is to move forward in a fashion that is fair, supportive and transparent to as many of our members as possible based on the multiple points of feedback we receive. We do the best we can with what we have. While we strive to be progressive and transparent to all our members, we also ask that you do the best you can to support your club and the challenges faced by the constantly changing landscape called youth soccer.

Coaching and managing a team are very important and fulfilling roles that you are playing in the lives of the young people that you will be working with. Next to their parents, research shows that the next most important influence on a child's upbringing is their sport coach. Therefore we hope you take this role on knowing how much responsibility and influence you have on the athletes and families you work with.

Over the years the KYSA has had problems with individuals who will spread unnecessary and inaccurate information in order to stir up discontent towards KYSA. This does nothing but create a greater divide between us. Instead, we ask these individuals to take a proactive role to effect positive change and champion comprehensive solutions. The KYSA volunteer board welcomes a diversity of voices around our boardroom table, at our AGM and through our feedback and review sessions. Therefore, if you are unsure about something or need clarification, please reach out directly to the KYSA office. We are always here to help.

We are all involved in this endeavor with a common purpose: to make the soccer experience the best it can be for all our children. Thanks for sharing this goal and volunteering all your time, we really appreciate it!

Yours truly,

Candace Dodson-Willis,  
President

*The  
Kamloops Youth Soccer Association  
extends its thanks and appreciation to ...*



---

**PIZZA NOW**

*Official Jersey Sponsors of  
KYSA's Community Spring League*



KAMLOOPS YOUTH SOCCER ASSOCIATION

## **CONTACT INFORMATION**

---

**KYSA Headquarters:**

1550 Island Parkway Drive  
McArthur Island (adjacent to Field #2),  
Kamloops, BC

•

**Mailing Address:**

P.O. Box 24081  
#70 - 700 Tranquille Road  
Kamloops, BC  
V2B 8R3

•

**Office Telephone:** 250-376-2750

**General Email Address:** [kysa@telus.net](mailto:kysa@telus.net)

**Executive Director:** [kysaed@telus.net](mailto:kysaed@telus.net)

**Technical Director:** [kysatd@telus.net](mailto:kysatd@telus.net)

**Senior Staff Coach:** [kysasc@telus.net](mailto:kysasc@telus.net)

**Program Coordinator:** [kysarep@telus.net](mailto:kysarep@telus.net)

**Web Site:** [www.kysa.net](http://www.kysa.net)

•

**Office Hours:**

November–June: 9:00am–4:00pm, Tuesday through Friday

July–October: 9:00am to 2:00pm, Tuesday through Friday

Program Coordinator's Hours: 9:00am–2:00pm, Tuesday through Friday

---

# Who's Who At KYSA

---



President  
**CANDACE DODSON-  
WILLIS**  
Candace\_Dodson-Willis@icloud.com



Vice-President  
**TONY CUZZETTO**  
Youth League Program  
tonycuzz@telus.net



Director  
**CORINN BELL**  
Governance  
corinn@cbell.ca



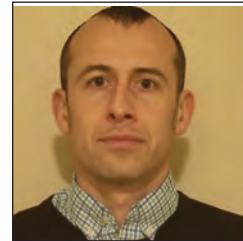
Director  
**CHRIS RUSSO**  
Discipline  
crusso1979@gmail.com



Director  
**JEFF MURPHY**  
Select Committee  
jeff.murphy@petcurean.com



Director  
**DENNIS PIVA**  
Treasurer  
drpnumber6@hotmail.com



Director  
**ANDREW WILLIAMS**  
Discipline  
andrew.thayne.williams@gmail.com

## PROFESSIONAL STAFF



Executive Director  
**MISSY CEDERHOLM**  
kysaed@telus.net



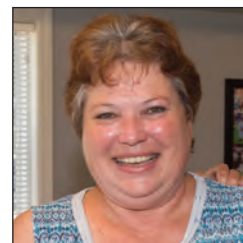
Technical Director  
**CIARAN McMAHON**  
kysatd@telus.net



Senior Staff Coach  
**MARK BELL**  
kysasc@telus.net



Select Program Coordinator  
**CLIVE LOVETT**  
kysarep@telus.net

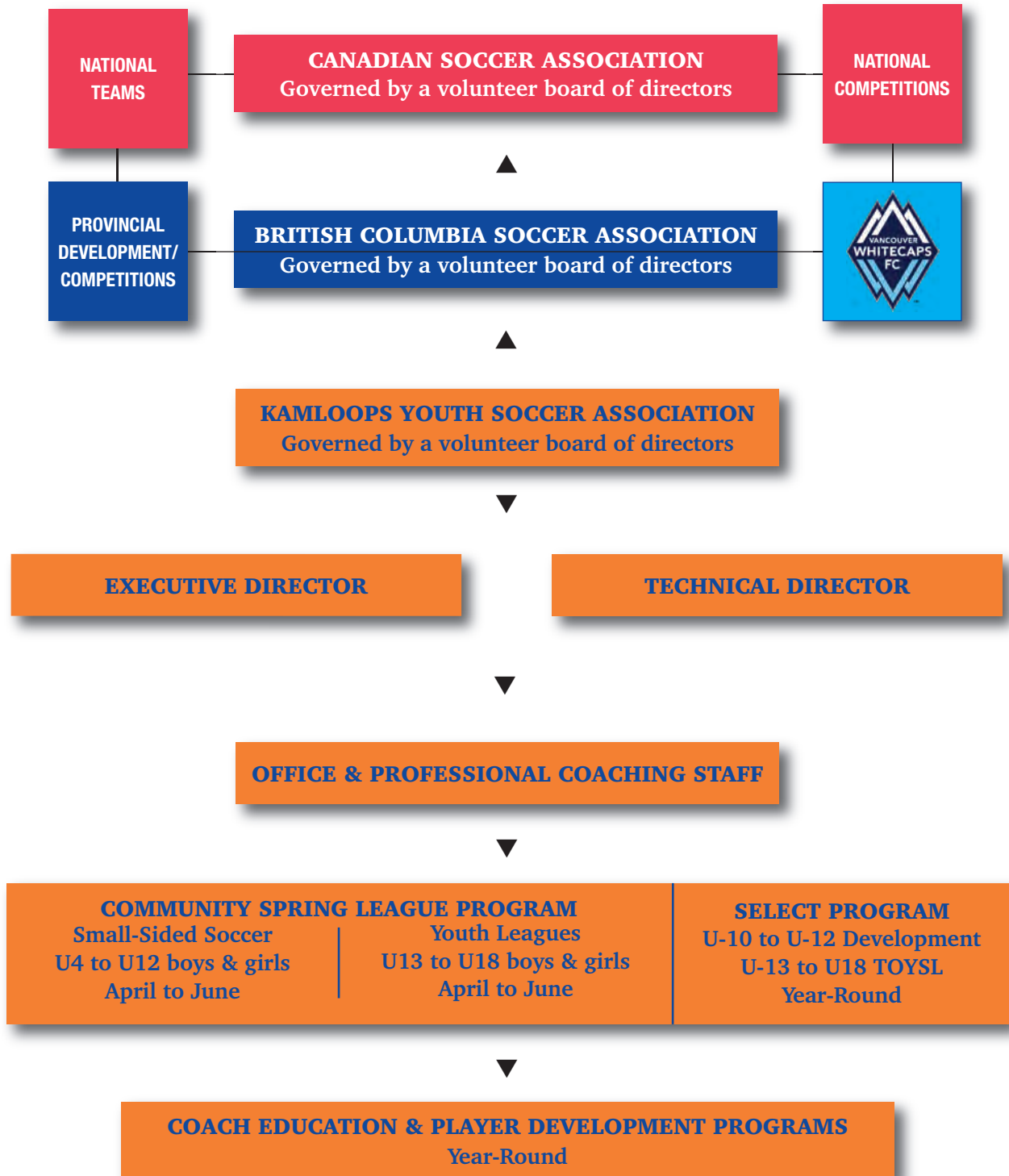


Office Coordinator  
**CAROLYN BIRCH**  
kysa@telus.net



Bookkeeper  
**JUSTINE RINALDI**  
kysabk@telus.net

# KYSA Organizational Flow





# General Overview of KYSA's Programs

## Community Spring League

The KYSA Community Spring League is for players of any skill level. The season runs from April through June for players U7 to U18. Participants in this league have a weekly practice chosen by their coach and a scheduled game day. The U7 to U11 players participate in the Ice Breaker Jamboree and Errol Wild tournament, while the U12 to U18 players participate in the Mike Bartram tournament and the Spring League playoffs.

## Initiation Program

In the U4/5/6 Initiation program children learn the basics of soccer through fun games and activities. All sessions are led by KYSA staff coaches. The program runs from mid-April to late June, and wraps up with participation in the Errol Wild tournament. The program allows parents to choose the day and time for their training sessions. U4/5 participants have one practice/play session per week, while the U6 participants have a practice/play session weekly and a game session on Saturdays.

## Fall Program

KYSA's Fall program is available for U4 to U12 aged players. All sessions are led by KYSA staff coaches. Parents have the flexibility to choose their practice day and time with this six week program. All participants receive one "Academy Style" practice per week and one "Pick-up Style" game per week. A \$20 discount on the fall program is available to any player who is also registered in the Community Spring League.

## Select Program

The KYSA Select Program supports advancement opportunities for those committed and capable players interested in pursuing a higher level of performance. The KYSA Select program operates on the principle of "as many as possible, for as long as possible, and in the best environment possible". Our objective is to help individuals develop into skillful and intelligent players with the confidence to compete at a higher level of performance. The Select Program is structured into the following groups:

- **U9/10 Prep** - This program has an Indoor and Outdoor phase. The Prep program is comprised of training groups who practice weekly and attend tournaments/exhibition games while still playing on their house teams. The Prep program is not only about offering advanced training from experienced and licensed KYSA Coaches but to also bridge the transition and understanding from Community Spring soccer to Select Soccer.

- **U11/12 Development** - The program is comprised of full teams who compete in the Thompson Okanagan Youth Soccer League (TOYSL) and attend tournaments. The program provides the keen, capable and committed player an opportunity to develop their love for soccer in a "high expectation" team environment with opportunities to train and play through 9-10 months of the year.

- **U13 to U18 Rep** - The program is comprised of full teams who compete in the Thompson Okanagan Youth Soccer League (TOYSL), attend tournaments and challenge for the Provincial A or B Cup in July. The U13 to U18 Rep program provide the keen, capable and committed player an opportunity to develop their love for soccer in a "high expectation" team environment with opportunities to train and play through 9-10 months of the year.

## Summer Camps

KYSA offers two summer camps, one in July and one in August. For more information on dates and prices, visit [www.kysa.net](http://www.kysa.net).

## Weekly Summer Drop-in (by donation to the Kamloops Food Bank)

This program allows players an excellent opportunity to maintain their joy of the game over the quiet summer months in a safe, structure and non-intimidating environment. All sessions are led by KYSA staff coaches.



# KYSA 2020 Calendar

## JANUARY

JAN 1 - JAN 31 Spring Registration ongoing  
JAN 6 COE Winter Programs resume  
JAN 10 U9 Prep resumes  
JAN 11 U10 Prep resumes  
JAN 11 Select Programming resumes  
JAN 17 KYSA Night @ Blazers Game  
JAN 25/26 C License Course

## FEBRUARY

FEB 1 Community Spring League  
Registration Deadline  
FEB 7 Small Sided Referee Course  
FEB 15 KYSA Indoor Tournament  
FEB 17 KYSA Indoor Tournament

## MARCH

MAR 2 U7/U8 Coaches Meetings  
MAR 3 U9/U10 Coaches Meetings  
MAR 4 U11/U12/U13 Coaches Meetings  
MAR 5 U14-U18 Coaches Meetings  
MAR 6 & 27 Fundamentals Coaching Course  
MAR 7 & 28 Learn to Train Coaching Course  
MAR 8 & 29 Soccer for Life Coaching Course  
MAR 14/15 Abbotsford Tourney (U9-U12)  
MAR 20-22 Entry Level Referee Course  
MAR 22 Referee Refresher Course  
MAR 27 Spring Indoor Training begins

## APRIL

APR 5 Small Sided Referee Course  
APR 14 Referee Refresher Course  
APR 15 Initiation Parents Meeting  
APR 17 U7 Coaches Meeting  
APR 18/19 Ice Breaker Tournament (U7-U11)  
APR 20 Initiation (U4/5/6) begins  
APR 20 U12/13-U18 Games begin  
APR 24 Spring Academy begins  
APR 24 U9 Prep Outdoor Phase begins  
APR 25 U10 Prep Outdoor Phase begins  
APR 24-26 Spring League Team Photos

## MAY

MAY 1-3 Mike Bartram Tournament (U12+)  
MAY 8/9 Select Photos  
MAY 15 KYSA Scholarship Applications Due  
MAY 16-18 Slurpee Cup

## JUNE

JUN 19 Volunteer Appreciation Event  
JUN 20/21 Spring League Playoff Finals  
JUN 20/21 Errol Wild Memorial Festival  
(U4-U11)  
JUN 20/21 TOYSL Playdowns (Kamloops)  
JUN 23 U11/12 Development Evaluations  
begin (for 2021 season)

## JULY

- JULY 2-5 Girls Prov B Cup (Vernon)
- JULY 6 Inclusive Drop-In begins
- JULY 9-12 Les Sinnott Memorial Boys B Cup (Kamloops)
- JULY 13 Girls Select Evaluations begin (U13+ for 2021)
- JULY 20 Boys Select Evaluations begin (U13+ for 2021)
- JULY 20-24 Summer Camp #1

## AUGUST

- AUG 24-28 Summer Camp #2
- AUG 29-30 Summer Classic Tournament

## SEPTEMBER

- SEPT 13 Select Training begins
- SEPT 14 Fall Program begins

## OCTOBER

- OCT 18 Adult Leagues begin in Dome

## NOVEMBER

- NOV 1 Select Fees Due
- NOV 3 2021 Spring Registration Opens
- NOV 9 COE Winter Programs begin
- TBD KYSA Annual General Meeting

## DECEMBER

- DEC 19-JAN 5 KYSA Office Closure

# #TogetherWeAreKYSA



**KAMLOOPS YOUTH SOCCER ASSOCIATION**  
**SPRING LEAGUE TEAM MANAGERS/COACHES HANDBOOK**

One of the most important steps in preparing for the new season is to ask one of the parents to act as the team manager!

Managers are usually responsible for administrative tasks. The head coach and manager work together on all aspects of the team. The manager looks after organizational details and communication with parents regarding team issues and functions, leaving the coach to concentrate on the on-field activities. Here is some useful information for someone who might take on the role of team manager...

Duties of the team manager include:

- Act as the liaison between parents and the coach.
- Verify that all the contact information contained on the team roster you received from the KYSA is correct. (If it is not, please let the staff in the KYSA office know of any errors.) Keep an up to date list of the players/parents names, addresses, residential and cell phone numbers, email addresses, emergency contacts, etc., and share this information with all the other parents.
- Become informed about KYSA rules and regulations, many of which are covered in this handbook. You can also reference FIFA and BC Soccer as well as KYSA information on their respective web sites.

**PARENT MEETING:**

A manager's greatest asset can be the help of parents. Most are willing to assist, but may need to be asked. To make the workload more manageable, jobs can be shared, or split into smaller tasks. A pre-season organizational meeting should be held involving all parents, coaches and the manager to set the direction for the season. It will provide a great opportunity for everyone connected with the team to get to know each other before the season starts.

The pre-season meeting might cover, but not be limited to, the following:

- ✓ Coaches expectations for the season.
- ✓ Commitment to the team, including how players are to communicate with the coach or manager if they cannot attend a practice, game or team function.
- ✓ What tournaments, if any, the team would like to enter. Review the needs and costs which might include entry fees, accommodations for players, food and transportation costs.
- ✓ Plans for a season wind-up party.
- ✓ Appointment of a team photo coordinator.
- ✓ Someone to organize end of season team and individual awards.
- ✓ Hand out coupons, pick-up and distribute items that KYSA provides to players every year, etc.

Sample duties that other parents can undertake:

- Team treasurer.
- Fundraising chair/committee members.
- Equipment manager.
- Someone to handle medical/first aid issues/injuries (is one of your parents a doctor or nurse? Physio-therapist? Paramedic? Chiropractor?).
- Girls teams: If all the coaches are male, an adult female must sit on the bench during games.**
- Social organizer.
- Setting up goals and corner flags.
- Acting as assistant referees (linesperson) at games.
- Person responsible for bringing refreshments and/or fruit for half-time.

#### **CRIMINAL RECORD CHECKS:**

ALL VOLUNTEERS for the KYSA put in a position of care of children, vulnerable adults, personal information or team finances (i.e. coaches, managers and their assistants) are required to complete a criminal record check (CRC), regardless of the age of the volunteer. All CRCs must be have been completed within the current KYSA fiscal year, Nov 1 to Oct 31.

*There are now two ways to complete this requirement:* On-line or manually! To access the on-line application form or to acquire the necessary forms to register manually, please visit the KYSA web site at <http://www.kysa.net/crc/>

#### **UNIFORMS:**

Distribute the jerseys to your players. (The KYSA provides a jersey for each player, and shorts and socks to teams in the U4, U5 and U6 age groups only.) Your team may choose to be color coordinated and wear matching shorts and socks. This is a team decision, and any additional costs for such items have to be paid for by the team. *Hansport*, on the North Shore, provides team rates on such apparel should you wish to explore this option and they can add names and numbers to the jerseys (see form at the back of this handbook). All players get to keep their jerseys at the end of the season.

#### **FIELD USAGE:**

Teams are not allowed to start playing or practicing on any city fields until given permission from the KYSA. If in doubt, call the KYSA office. Generally, fields should be playable by the time your schedule is set to start. However, really inclement weather can delay the start of the regular season as the city may deem the fields unsafe or susceptible to permanent damage if used too soon. City fines may be levied against teams who are found using fields when they have not been authorized. Furthermore, there is no insurance coverage in place if you are playing or practicing on fields when not authorized to do so.

#### **PRACTICE FIELDS:**

Practice days, times and locations are allocated by KYSA. Please contact the KYSA office to reserve your practice field time and location if you have not already done so. Due to a possible shortage of fields in your area, it may be necessary to allocate a field that requires some travel. However, KYSA will try to find you a practice field close to where most of your parents reside.

### TEAM LISTS:

Team lists are required for U13 to U18 team games only. Check your equipment bag for a supply of blank NCR team lists. Team lists should be presented to the referee before each game.

### REPORTING SCORES:

Scores are *not recorded* in small-sided/mini divisions (U4 to U11). Note: Small-sided Referees will report scores in the U4 to U11 divisions this year to ensure all games are completed and for observational purposes. Teams in the U13 to U18 divisions are required to report match scores, as follows: **Winning teams...** please report all league scores within 24 hours of the conclusion of each game by logging in to your PowerUp account and updating the score of the game.

### REFEREES:

Referees are provided by the KYSA for all U8 games and older. In an effort to handle referee "no-shows" we ask that you contact KYSA promptly to let us know if a referee does not appear for a game. Please send all referee no-show reports to Executive Director, Missy Cederholm at [kysaed@telus.net](mailto:kysaed@telus.net). The allocators will not be able to send a replacement at such short notice, but they will ensure the appointed referee does not get paid and, in instances where this is a recurring problem, they will remove the individual from the referee's list. If a referee does not appear for your game, ask a parent who knows the rules to referee, or, perhaps each coach can referee a half. If a "qualified" referee fills in for a no-show, please let the appropriate allocator know the name of the substitute referee and he or she will get paid!

*2020 Kamloops Soccer Referees Association Allocators:*  
**U14 to U18 age groups:** Fahrudin Djelmo - [djelmo10@hotmail.com](mailto:djelmo10@hotmail.com)  
**U8 to U13 age groups:** Hailey Manke - [allocator@kysa.net](mailto:allocator@kysa.net)

KYSA has a "zero-tolerance" policy with respect to the verbal abuse of game officials. Please refrain from criticizing, screaming at, or abusing referees! If you are unhappy about a referee's performance, or any misinterpretations of the rules, please send your concerns to Executive Director, Missy Cederholm at [kysaed@telus.net](mailto:kysaed@telus.net).

### Photographs:

KYSA contracts Triple A Photography to take team and individual photos. The photo dates for the 2020 season are:

**FRIDAY, APRIL 24TH**  
**SATURDAY, APRIL 25TH**

Your team's shoot time and location is enclosed at the back of the handbook! ***Please be sure to let your parents know ASAP the date and time your photographs will be taken to ensure they do not go out-of-town on these dates.*** If it appears you will have a problem having all of your team available for the scheduled shoot time, please contact the KYSA office and the staff will try and re-schedule your team at a more suitable time.

Again this year, each player will be receiving a "Photo Mate" package which is included in their registration fee. The Photo Mate consists of an individual player and team photo. Additional copies of either can be ordered. The KYSA office will be distributing order forms to team managers prior to your assigned shoot time.

## **EQUIPMENT:**

The following equipment is provided to Community Spring League teams each season:

### ***U7 & U8 Boys & Girls:***

1. Equipment bag + storage container key.
2. One game jersey for each player on the team roster.
3. One practice ball for each player on the team and ball carrying net.
4. Enough practice pinnies for half the team (the other players can wear their game jerseys).
5. 40 practice cones (20 of one colour/20 of another colour) + stacker.
6. 3 ice packs.
7. First Aid kit.
8. Ball pump + 2 spare needles in envelope (the pump also has a needle encased in the handle).

*\*Goal nets and corner flags are stored inside the containers located where games take place.*

### ***U9, U10, & U11 Boys & Girls:***

1. Equipment bag + storage container key (U9 & 10 only)
2. One game jersey for each player on the team roster.
3. One practice ball for each player on the team and ball carrying net.
4. Enough practice pinnies for half the team (the other players can wear their game jerseys).
5. 40 practice cones (20 of one colour/20 of another colour) + stacker.
6. 3 Ice packs.
7. First Aid kit.
8. Ball pump + 2 spare needles in envelope (the pump also has a needle encased in the handle)
9. One goal net (for your end of the field)
10. 2 corner flags (teams only place corner flags in their own half where they have placed their goal net)

### ***U12-U18 Boys & Girls:***

1. Equipment bag.
2. One game jersey for each player on the team roster.
3. One practice ball for each player on the team and ball carrying net.
4. Enough practice pinnies for half the team (the other players can wear their game jerseys)
5. 40 practice cones (20 of one colour/20 of another colour) + stacker.
6. 3 Ice packs.
7. First Aid kit.
8. Ball pump + 2 spare needles in envelope (the pump also has a needle encased in the handle)
9. One goal net (for your end of the field)
10. 2 corner flags (teams only place corner flags in their own half where they have placed their goal net)
11. A sufficient supply of 3-part, blank team lists.

**If you receive any soccer balls that will not stay inflated or are in an unusable condition, please bring them back to the KYSA office and staff will replace the balls.**

## **EQUIPMENT (Continued):**

If you run out of ice packs or first aid materials, please drop by the KYSA office for additional supplies. If you find you have soccer balls that will not inflate, the KYSA will be pleased to replace them.

At the end of the season, all Community Spring league players get to keep their game jerseys. It is the manager's responsibility to ensure that all other equipment that was given to your team at the start of the season is returned to the KYSA office. The return of the equipment may be delegated to someone else on the team. However, it is expected that the equipment will be returned as soon as possible after the season is finished.

## **SPONSORS:**

During the season you will be asked to distribute sponsors' discount vouchers, certificates, products, etc. to your players. Please keep in mind our sponsor's financial support keeps registration fees to a minimum. In return for the financial support sponsors give to KYSA, the association must do its part to ensure their expectations are met; that their brands are promoted, in order to ensure they stay committed to KYSA.

If your team is considering accepting an individual team sponsorship, please contact Executive Director, Missy Cederholm at [kysaed@telus.net](mailto:kysaed@telus.net) before confirming sponsorship.

## **TOURNAMENTS:**

While most mini-teams do not venture too far from home for competition, occasionally a team chooses to enter an out-of-town tournament. If your team decides to travel to a tournament outside of Kamloops you are required to complete a travel permission form (enclosed in this handbook) and submit it to the KYSA office. There are two very good sources regarding upcoming tournaments in other parts of the province: BC Soccer ([www.bcsoccer.net](http://www.bcsoccer.net)) listed under "Events" and BC Soccer Central ([www.bcsoccercentral.com](http://www.bcsoccercentral.com)) listed under "Tournaments".

## **CONTACTS:**

If you require some clarification on an issue or just seek general information, the answers you are looking for are likely to be found on the KYSA web site at [www.kysa.net](http://www.kysa.net).

If you cannot find the information you are seeking on the web site, contact the KYSA office at 250-376-2750.

The division directors for the 2020 season are:

### **Divisions:**

U4 to U13 Boys & Girls  
U14 to U18 Boys & Girls

### **Director**

Chris Russo  
Tony Cuzzetto

### **Email:**

[crusso1979@gmail.com](mailto:crusso1979@gmail.com)  
[tonycuzz@telus.net](mailto:tonycuzz@telus.net)



## **INSURANCE COVERAGE:**

All players who are registered with the Kamloops Youth Soccer Association are concurrently registered with BC Soccer. The provincial body provides coverage to all members through their insurance provider, SBC Insurance.

### ***Liability Insurance:***

No matter how careful you are, accidents happen. While extremely rare, you can be sued by anyone who claims injury or damages resulting from your activities. You may not be liable, but you may need to be defended in court. The BCSA's liability policy will pay for this defense as well as any costs awarded against you. In short, liability insurance gives you peace of mind. All KYSA-registered players are covered during all sanctioned or authorized activities.

### ***Sport Accident Insurance:***

Sport Accident Insurance is coverage for sanctioned practices and games. This includes items such as dental work, physiotherapy, accident reimbursement, accidental death, fracture indemnity, rehabilitation indemnity, tuition reimbursement, emergency transportation benefit, and eye glasses or contact lens replacements.

More details regarding insurance coverage are available on the BC Soccer web site at [www.bcsoccer.net](http://www.bcsoccer.net) (Community > Member Services > Insurance). Claim forms are also available at this source.

## **DISCIPLINE:**

While it is unusual for referees to issue red or yellow cards in small-sided soccer matches, in the event that a player receives two cautions (yellow cards) in one game, or is ejected (red carded) during a game, coaches should be aware that BC Soccer rules require that a player automatically sit out their next scheduled league game. Any player accumulating three consecutive cautions (yellow cards) over a number of games must also sit out their very next scheduled league game. These rules cannot be appealed or challenged.

For more general information on the KYSA's discipline initiatives, please see the Discipline & Harassment section in this handbook. The KYSA director chairing the Discipline Committee for the 2020 season is:

**Andrew Williams: [andrew.thayne.williams@gmail.com](mailto:andrew.thayne.williams@gmail.com)**

## **HARDSHIP FUNDING:**

There are sources for parents of players needing financial assistance to cover player registration fees:

- Sport BC KidSport Fund = <http://www.kidsportcanada.ca/british-columbia/kamloops/>
- Canadian Tire Jumpstart Program = <http://jumpstart.canadiantire.ca/en.html>  
*(application deadlines apply to most of these funding sources, please check!)*

As a last resort, parents of players who cannot obtain financial assistance from these sources can apply to the KYSA Hardship Fund. Application forms for the KYSA Hardship Fund are available from the KYSA office. All hardship applications are dealt with confidentially.



# ALLERGY ALERT!

## ATTENTION TEAM OFFICIALS

Please be reminded that there may be children on your team who have life-threatening food allergies, particularly to peanuts/nuts.

You should check with your parents to determine if anyone on your team has such an allergy AND that the remedy for such allergies is at hand should a child succumb to the allergy (Epi Pen, etc).

If you do have a child on your team with a peanut allergy, we ask that NO peanut or nut products be brought to practice or games by any other players/parents.

Also, if you do have a player on your team who has an allergy--particularly peanuts/nuts--please let your parents know that if their child eats nuts just before heading to a practice or games they should wash their hands first.

Thank you for your attention with this issue.

**MISSY CEDERHOLM**

Executive Director

Kamloops Youth Soccer Association



The Canadian Soccer Association / l'Association canadienne de soccer

## Lightning Safety / Severe Weather Policy

The safety of players, coaches, management and spectators is the primary concern in any weather event that occurs during all matches sanctioned by the CSA.

By understanding and following the below information, the safety of everyone shall be greatly increased. Ultimately the referee has the final say over delaying or restarting a match due to weather. Waiting to stop play or not waiting to start play may result in a serious injury or even loss of life. Referees are expected to act responsibly when dealing with such events during matches they are controlling

When lightning is detected, you can determine its distance from your area by counting the number of seconds between the flash and the first sound of the thunder and dividing by five (5). This will give you the lightning's distance in miles, from your location. Remember, if you are in a higher elevation, the lightning can come upon you much quicker and your reaction time is greatly hindered.

### **30/30 RULE**

When you see lightning, count the time until you hear thunder. If this time is thirty (30) seconds or less, seek proper shelter. Wait thirty (30) minutes or more after hearing the last thunder before leaving the shelter. If you can not see the lightning, just hearing the thunder is a good back up rule.

### **Additional Information**

Please note the following recommendations from Environment Canada: The existence of blue sky and absence of rain are not protection from lightning. Lightning can and does strike as far as ten (10) miles away from the rain shaft. It does not have to be raining for lightning to strike. Many lightning casualties occur in the beginning, as the storm approaches, because many people ignore initial precursors of high winds, some rainfall and cloud cover. Generally, the lightning threat diminishes with time after the last sound of thunder, but may persist for more than thirty (30) minutes. Lightning can strike ahead of the parent cloud - take action even if the thunderstorm is not overhead.

Be aware of how close lightning is occurring. The flash-to-bang method is the easiest and most convenient way to estimate how far away lightning is occurring. Thunder always accompanies lightning, even though its audible range can be diminished due to background noise in the immediate environment and its distance from the observer.

Lightning awareness should be increased with the first flash of lightning or the first clap of thunder, no matter how far away. This activity must be treated as a wake-up call to all. The most important aspect to monitor is how far away the lightning is occurring, and how fast the storm is approaching, relative to the distance of a safe shelter.

Recognize that personal observation of lightning may not be sufficient. Additional weather information may be required to ensure consistency, accuracy and adequate advance warning.

When larger groups are involved, the time needed to properly evacuate an area increases. As time requirements change, the distance at which lightning is noted and considered a threat to move into the area must be increased. Extending the range used to determine threat potential also increases the chance that a localized cell or thunderstorm may not reach the area, giving the impression of a "false alarm".

Know where the closest "safe structure or location" is to the field or playing area and know how long it takes to get to that safe structure or location.

Safe structure or location is defined as:

Any building normally occupied or frequently used by people, i.e., a building with plumbing and / or electrical wiring that acts to electrically ground the structure. Avoid using shower facilities for safe shelter and do not use the showers or plumbing facilities during a thunderstorm.

In the absence of a sturdy, frequently inhabited building, any vehicle with a hard metal roof (not a convertible or golf cart) and rolled-up windows can provide a measure of safety. A vehicle is certainly better than remaining outdoors. It is not the rubber tires that make a vehicle a safe shelter, but the hard metal roof which dissipates the lightning strike around the vehicle. Do not touch the sides of any vehicle!

If no safe structure or location is within a reasonable distance, find a thick grove of small trees surrounded by taller trees or a dry ditch. Assume a crouched position on the ground with only the balls of the feet touching the ground, wrap your arms around your knees and lower your head. Minimize contact with the ground because lightning current often enters a victim through the ground rather than by a direct overhead strike. Minimize your body's surface area to the ground! Do not lie flat! If unable to reach safe shelter, stay away from the tallest trees, or objects such as light poles or flag poles, metal objects (such as fences or bleachers), individual trees, standing pools of water, and open fields. Avoid being the highest object in a field. Do not take shelter under a single, tall tree.

Avoid using the telephone, except in emergency situations. People have been struck by lightning while using a land-line telephone. A cellular phone or a portable remote phone is a safe alternative to land-line phones, if the person and the antenna are located within a safe structure or location, and if all other precautions are followed.

When considering resumption of any athletics activity, it is recommended that everyone should ideally wait at least thirty (30) minutes after the last flash of lightning or sound of thunder before returning to the field.

People who have been struck by lightning do not carry an electrical charge. Therefore, cardiopulmonary resuscitation (CPR) is safe for the responder. If possible, an injured person should be moved to a safer location before starting CPR. Lightning-strike victims who show signs of cardiac or respiratory arrest need emergency help quickly. Prompt, aggressive CPR has been highly effective for the survival of victims of lightning strikes.

For additional information the following website is helpful: [www.weatheroffice.gc.ca](http://www.weatheroffice.gc.ca)



## **KAMLOOPS YOUTH SOCCER ASSOCIATION**

# **SPOTTING AND DEALING WITH CONCUSSION**

### **WHAT IS A CONCUSSION?**

A concussion is an injury that changes how the cells in the brain normally work. A concussion is caused by a blow to the head or body that causes the brain to move rapidly inside the skull. Even a "ding" or "getting your bell rung" or what seems to be a mild bump or blow to the head can be serious. Concussions can also result from a fall or from players colliding with each other or with obstacles, such as a goalpost, even if they do not directly hit the obstacle with their head.

### **HOW CAN CONCUSSION BE PREVENTED AND WHAT PREPARATION IS REQUIRED?**

As a coach, you can play key role in preventing concussions and responding to them properly when they occur. Here are some steps to take to ensure the best outcome for your athletes and the team ...

#### **EDUCATE ATHLETES AND PARENTS ABOUT CONCUSSION.**

- Talk with athletes and their parents about the dangers and potential long-term consequences of concussion. For more information on long-term effects of concussion, view the following on-line video clip:  
[http://www.cdc.gov/ncipe/tbi/Coaches\\_Tool\\_Kit.htm#Video](http://www.cdc.gov/ncipe/tbi/Coaches_Tool_Kit.htm#Video)
- Explain your concerns about concussion and your expectations of safe play in athletes, parents and assistant coaches. Pass out the concussion fact sheets for athletes and for parents at the beginning of the season and again if a concussion occurs.

#### **INSIST THAT SAFETY COMES FIRST.**

- Teach athletes safe playing techniques and encourage them to play within the rules.
- Encourage athletes to practice good sportsmanship at all times.
- Make sure athletes wear the right protective equipment for their activity (such as shin guards/mouth guards). Protective equipment should fit properly and feel comfortable, be well maintained, and be worn consistently and correctly.
- Review the athlete fact sheet with your team to help them recognize the signs and symptoms of concussion.

#### **TEACH ATHLETES AND PARENTS THAT IT IS NOT SMART TO PLAY WITH A CONCUSSION.**

- Sometimes parents and players wrongly believe that it shows strength and courage to play injured. Discourage others from pressuring injured athletes to play. Don't let athletes persuade you that they're "just fine" after they have sustained any bump or blow to the head.
- Ascertain if any of your players have ever suffered from concussion before; If so, be sure they have been cleared by a professional health provider to play.

#### **PREVENT LONG-TERM PROBLEMS.**

- A repeat concussion that occurs before the brain has had a chance to recover from the first--usually within a short period of time (hours, days or weeks)--can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage, and even death. This more serious condition is called second impact syndrome. Keep athletes with known or suspected concussion from play until they have been properly evaluated and given permission to return to play by a health care professional with experience in evaluating for concussion.

**WHAT CAN HAPPEN IF A CHILD KEEPS ON PLAYING WITH A CONCUSSION OR RETURNS TO PLAY TOO SOON?**

Athletes with the signs and symptoms of concussion should be removed from play immediately! Continuing to play with the signs and symptoms of concussion leaves a young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome with devastating and even fatal consequences). It is well known that adolescent or teenage athletes will often "under report" symptoms of injuries. Concussions are no different! As a result, the education of administrators, coaches, parents and students is essential for an athlete's safety.

**IF YOU THINK A CHILD HAS SUFFERED A CONCUSSION ...**

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it may seem or how quickly the symptoms clear without medical clearance. Close observation of the athlete should continue for several hours. A new "Zackery Lystedt Law" in Washington State now requires the consistent and uniform implementation of long and well-established return to play concussion guidelines that have been recommended for several years:

"a young athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from competition at the time"

*and ...*

" ... may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and received written clearance to return to play from that health care provider."

Remember, it is better to miss one game than miss the whole season.

***A simple rule: "When in doubt, the athlete sits out!"***

**KAMLOOPS YOUTH SOCCER ASSOCIATION**

**INFORMATION ABOUT CONCUSSION**

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and treated properly. In other words, even a "ding" or a bump on the head can be serious. You cannot "see" a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after an injury or can take hours or even days to fully materialize. If a child reports any symptoms of concussion, or if you notice the condition yourself, seek medical attention right away!

<b>Symptoms may include one or more of the following:</b>	
<ul style="list-style-type: none"><li>• Headaches</li><li>• Pressure in head</li><li>• Nausea or vomiting</li><li>• Neck Pain</li><li>• Balance problems or dizziness</li><li>• Blurred, double, or fuzzy vision</li><li>• Sensitivity to light or noise</li><li>• Feeling sluggish or lethargic</li><li>• Feeling foggy or groggy</li><li>• Drowsiness</li><li>• Change in sleep patterns</li></ul>	<ul style="list-style-type: none"><li>• Amnesia</li><li>• "Don't feel right"</li><li>• Fatigue or low energy</li><li>• Sadness</li><li>• Nervousness or anxiety</li><li>• Irritability</li><li>• More emotional than normal</li><li>• Confusion</li><li>• Concentration or memory problems (forgetting game plays/rules)</li><li>• Repeating same question/comment</li></ul>

<b>Signs observed by teammates, parents or coaches include:</b>	
<ul style="list-style-type: none"><li>• Appears dazed</li><li>• Confused about assignments/position</li><li>• Unsure of game, score and/or opponents</li><li>• Answers questions slowly</li><li>• Shows behaviour or personality changes</li><li>• Cannot recall events following injury</li><li>• Loses consciousness</li></ul>	<ul style="list-style-type: none"><li>• Vacant facial expression</li><li>• Forgets plays/plays out of position</li><li>• Moves clumsily or displays lack of coordination</li><li>• Slurred speech</li><li>• Cannot recall events leading up to the injury</li><li>• Seizures or convulsions</li></ul>

**What licensed health care providers are trained in the evaluation and treatment of concussion/brain injuries and authorized to allow an athlete to return to play?**

- Medical Doctors
- Doctor of Osteopathy
- Advanced Registered Nurse Practitioner
  - Physician's Assistant
- Licensed Certified Athletic Trainers



Canada's Tournament Capital

## **AUTOMATED EXTERNAL DEFIBRILLATOR (AED)**

There are two Automated External Defibrillators (AEDs) located on McArthur Island to enable quick access to this life-saving device.

Key Information:

- There is one AED located at the Soccer Clubhouse (next to dressing room #1). It is mounted on an exterior wall outside the change room/washroom, adjacent to Field #2
- The other AED is located in the lobby of the Sports Centre Building.
- The AED will be accessible from 7:00am to 9:00pm daily, when the playing fields are open.
- The AED is stored in an alarmed cabinet which will be locked overnight to ensure that it is available for emergency use during the day when the fields are in use.
- The AED is designed to support critical response to victims of sudden cardiac arrest; the quicker the response, the better the chance of survival and quality of life.
- A "Public Access AED" means it is available for use by the public in an emergency.
- In response to a possible cardiac arrest, the first step is to call 911 immediately, start CPR and send someone to quickly retrieve the nearest AED.

Given McArthur Island's size, number of visitations, and the types of activity it attracts, having two AED units on the Island enhances the public's ability to provide prompt, critical assistance to a person suffering from cardiac arrest.

We encourage all McArthur Island visitors and users to become aware of the locations of the AEDs. The high-tech AEDs are very user friendly and safe to use—they are equipped with voice prompts explaining each step and will not deliver a shock unless it will benefit the patient.

Anyone seeking more information about the AEDs, their placement and/or use should contact Glen Cheetham, Aquatics Program Supervisor for the City of Kamloops.



## **PLAYERS WEARING CASTS ...**

The following Canada Soccer policies are designed to reduce inconsistencies in rulings over players wearing casts. All referees are expected to follow these policies in all matches sanctioned by the CSA.

Law 4 states that a player may not use equipment that is dangerous to himself or another player. This is further expanded upon in the Interpretations of the Laws of the Game whereby it is advised that players may use equipment that has the sole purpose of protecting the individual physically providing that it poses no danger to the individual or any other player.

Modern protective equipment made of soft, lightweight, padded materials are not considered dangerous and are therefore permitted.

Hard plaster casts are considered to pose a danger to both the wearer and other players and are not permitted to be worn. The practice of padding a hard plaster cast does not reduce the element of danger.

Players wearing a soft cast will be permitted to play if the cast does not present a danger to the individual or any other player.

The referee or Supervisor of Officials (if one has been appointed to the match/tournament) will make the final decision as to the acceptability of any cast.

Any player who uses a cast with the intent to intimidate or injure an opponent shall be cautioned or sent off.

## **JEWELRY ...**

All items of jewelry (necklaces, rings, bracelets, earrings, leather bands, rubber bands, etc.) are strictly forbidden and must be removed. Using tape to cover jewelry is not acceptable.

\* \* \* \* \*

Referees do their best to ensure a safe playing environment. Coaches and parents can help by having players remove all jewelry before a game. An earring or nose ring might seem insignificant, however, a ball unexpectedly deflected off those areas can cause rips and cuts. Bobby pins and hair clips can get ripped out by accident, or fall to the ground and create an unseen by dangerous hazard to a player sliding for the ball.

Kamloops Youth Soccer Association  
1550 Island Parkway Drive  
McArthur Island, Kamloops BC



Email Address: [kysa@telus.net](mailto:kysa@telus.net)  
Telephone: 250-376-2750  
Web Site: [www.kysa.net](http://www.kysa.net)

## **KAMLOOPS YOUTH SOCCER ASSOCIATION**

### **INDIVIDUAL TEAM SPONSORSHIP POLICY**

It is important that the KYSA's sponsors are respected and appreciated by the membership.

The corporations and businesses that align themselves with KYSA generally contribute significant dollars toward the association as a whole--meaning all registered players and team officials benefit from the funds they provide. In return, the association's corporate and business partners expect that all our member teams and team officials will respect their right to protect the "properties" they sponsor and the "exclusivity" that they are granted by KYSA.

With this in mind, the KYSA maintains a strict policy that individual team sponsorship must not conflict in any way with the KYSA's corporate partners.

Generally, the KYSA's corporate and business partners do not have any objections if individual teams align themselves with sponsors who are not in direct competition. In instances where any team has the opportunity to take advantage of direct sponsorship, it is imperative that the team contact the KYSA executive director to **obtain permission** to place any sponsor's logo or text on any garments that would be considered part of a team's equipment. This includes, but is not limited to, player jerseys, shorts or socks, track suits, team jackets, hoodies, sport bags, sweat tops or bottoms, etc. **This also includes items that may have been purchased directly by the team and not issued by the KYSA.**

Furthermore, no advertising banners can be displayed in the vicinity of the team's bench or at the field where the team's game is taking place, unless permission has been granted by the KYSA executive director.

Requests for permission to place any logo/text on any team garments can be sent by letter or email to the KYSA executive director at the following contact points:

**Mail:** P.O. Box 24081, #70 - 700 Tranquille Road, Kamloops V2B 8R3

**Email:** [kysaed@telus.net](mailto:kysaed@telus.net)

Requests for permission to place a logo or text on any team equipment must state the name of the sponsor, include a description of sponsor's area of business and the terms of the sponsorship agreement (this will include what the sponsor is offering to provide to the team and what is expected of the team and/or players in return).

Requests for permission to place any logo or text on any team equipment must be received in writing by the KYSA executive director PRIOR to the logo or text being placed on the garment(s) and/ or equipment.

**No KYSA team shall be permitted to accept any tobacco, cannabis or liquor advertising.**

Kamloops Youth Soccer Association  
1550 Island Parkway Drive  
McArthur Island, Kamloops BC



Email Address: kysa@telus.net  
Telephone: 250-376-2750  
Web Site: www.kysa.net

**KAMLOOPS YOUTH SOCCER ASSOCIATION**  
**TOURNAMENT/TRAVEL APPLICATION FORM**

Full name of team: \_\_\_\_\_ Age Group: Under- \_\_\_\_\_

Coach's Name: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Manager's Name: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

We request permission to travel to play games and/or to participate in the following tournament during the period noted below, in the cities listed:

Tournament Name: \_\_\_\_\_

Tournament is held in what province/state/county/country: \_\_\_\_\_

Departure Date: \_\_\_\_\_ Return Date: \_\_\_\_\_

Hotel the team is staying in (if applicable): \_\_\_\_\_

Hotel phone number (if applicable): \_\_\_\_\_

By signing and submitting this document, the above-noted individuals accept responsibility for the conduct of the aforementioned team when traveling to and from the games/tournament listed above and will ensure that all team officials, players and supporters act in a manner that demonstrates sportsmanship, respect and fair play.

Please submit this form with a team roster via email, fax or post at least one month prior to stated date of departure.

Coach's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Manager's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*\*Kamloops Youth Soccer Association Approval\*\*\***

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



**KAMLOOPS YOUTH SOCCER ASSOCIATION**  
**COMMUNITY SPRING LEAGUE 'CALL-UP' POLICY**

(Introduced in the 2016 Season)

A Community Spring League team that wishes to "call up" a player(s) for a league match may do so provided that the following protocols are followed:

1. A KYSA "Permit" form must be completed and received at the KYSA office prior to the kick-off of the match in which the player(s) is being used.
2. The player(s) being called up must be registered with a KYSA Community Spring League team in the current season.
3. Players may only be called up from a team one age group below the team intending to use the player.
4. A maximum of three call-up players may be used in any one Community Spring League match.
5. A player may only be called up on a "Permit" a maximum of three times in a season.
6. **A team official of the team that wishes to call up a player(s) must obtain permission from a team official of the team(s) the player(s) is currently registered with, prior to contacting the player.**
7. Any Permit form(s) submitted to the KYSA must be retained by the team calling up the player for a minimum of 30 days.
8. Any player(s) who is called up must be included on the team list submitted to the referee prior to the match in which the player is being used. **Any call up players should be identified on the team list with "(CU)" next to their name.**
9. A "Permit" is valid only for the date and match stated on the "Permit" form.
10. Any team found guilty of playing a player without an authorized "Permit" form may be subject to a protest and forfeiture of points if found guilty of playing an ineligible player. Team officials may also be subject to disciplinary action by the KYSA Discipline Committee.
11. Any disciplinary action applied while playing in a match under "Permit" shall apply to all future matches of the team on which the player is registered.
12. A player who is under suspension is not eligible to play on permit.
13. Completed "Permit" Forms can be emailed (to [kysa@telus.net](mailto:kysa@telus.net)) or hand delivered to the KYSA office on McArthur Island.

Kamloops Youth Soccer Association  
1550 Island Parkway Drive  
McArthur Island, Kamloops BC



Email Address: [kysa@telus.net](mailto:kysa@telus.net)  
Telephone: 250-376-2750  
Web Site: [www.kysa.net](http://www.kysa.net)

## KAMLOOPS YOUTH SOCCER ASSOCIATION

# CODE OF CONDUCT

KYSA's Code of Conduct is as follows:

Youth have the right to participate in a sporting environment free from verbal, emotional and physical abuse or harassment. All parents, players, officials and spectators play an important role toward creating a safe space for all participants.

Be Positive  
Be Respectful  
Be Inclusive

#respectALL

#TogetherWeAreKYSA

### Do Your Part to Create a Safe, Inclusive Environment

#### Coaches/Managers/Volunteers/Staff:

We appreciate the time and effort that all of our volunteers put in and want to ensure that they are responsible in providing youth with a safe, inclusive environment. If you have questions about how you can be better prepared, please contact the KYSA Office to discuss.

#### Criminal Record Check/Volunteer Screening

- The KYSA requires that every staff member, board member, coach and volunteer complete an annual Criminal Record Check (CRC)

#### The Rule of Two

- We encourage coaches to always work in pairs and to never be alone with players, especially in potentially vulnerable situations

#### Respect in Sport training

- KYSA requests that every coach take the Respect in Sport Activity Leaders program, free of charge.

## **Kamloops Youth Soccer Association**

### **CHILD SAFETY**

#### Speak Up and Ask for Help

We encourage all of our members to speak up if they feel there is an issue or if something doesn't seem quite right. If there is an immediate threat or danger, please call 911 or the local RCMP right away.

Here are the steps that you can take when reporting an issue:

1) Speak with your coach (if appropriate)

2) Contact KYSA Staff

Executive Director, Missy Cederholm – kysaed@telus.net  
Technical Director, Ciaran McMahon – kysatd@telus.net

3) Contact the Discipline committee

Committee Chair, Andrew Williams

4) Contact an independent 3rd party if you feel uncomfortable dealing with KYSA directly

### **DISCIPLINE COMMITTEE**

The KYSA annually appoints a Discipline Committee to act as a review panel when discipline issues are brought before the association. The 2020 committee is being chaired by:

Andrew Williams, Director, Kamloops Youth Soccer Association.  
Email: andrew.thayne.williams@gmail.com

## **CRIMINAL RECORD CHECKS (CRC) & ACCEPTABLE BEHAVIOURS**

KYSA has introduced the following guidelines that identify how the club will deal with an applicant's Criminal Record Check that shows a previous conviction. The Volunteer Screening/Discipline Committee will examine CRC's that reveal any criminal code convictions or charges to determine the acceptability of the applicant for a staff or volunteer position within the organization. The KYSA has decreed that the following behaviours are unacceptable when reviewing Criminal Record Checks. These unacceptable behaviours include, **but are not limited to**:

- Sexual Offenses.
- Violent or threatening behaviour against children or adults.
- Conduct against public morals.
- Substance or chemical abuse.
- Violation of a position of trust including theft or fraud.
- Serious criminal driving offenses.

Applicants whose CRC's reveal a criminal conviction outside of the unacceptable behaviours will be given the opportunity to discuss the information revealed in their CRC with the Volunteer Screening/Discipline Committee.

Consideration is given to the following when reviewing a person's Criminal Record Check:

- The nature of the offence for which the applicant was convicted (including how long ago it took place).
- Relevance to the position.
- Efforts made at rehabilitation.
- Achievements of the applicant since receiving the conviction.
- The character and degree of vulnerability of the group being served and the organization's duty of care to the participants.
- The potential risks involved in the position the individual is applying for.

If an applicant is not accepted because of the information contained in a Criminal Record Check, the applicant will be advised in writing.

**The KYSA requires that a Criminal Record Check be done every year by all volunteers and paid staff who have control over the association's finances, and staff coaches who are involved in the delivery of its coach and player development programs.** However the club reserves the right to request a current Criminal Record Check if there are reasonable grounds to suspect that a CRC is no longer valid, or the individual's position within the club has changed significantly.

The Volunteer Screening Committee is charged with ensuring, as far as is reasonably possible, that an acceptable Criminal Record Check has been submitted by all applicants for positions of responsibility within the association.

## **Kamloops Youth Soccer Association**

### **DISCIPLINE & HARASSMENT POLICIES**

#### **Section I - HARASSMENT:**

The KYSA abides by the Harassment Policy of BC Soccer. In the event that someone in the KYSA wishes to lodge a harassment complaint, such shall be submitted in writing to the chair of the Volunteer Screening/Discipline Committee, KYSA Director Andrew Williams. (The BCSA Harassment Policy can be viewed at the provincial association' website: [www.bcsoccer.net](http://www.bcsoccer.net).)

#### **Section I - DISCIPLINE:**

The KYSA undertakes to deal with members who misbehave or bring the game into disrepute. To achieve this, the KYSA maintains a systematic approach to dealing with those individuals who act outside the boundaries of fair play, who demonstrate poor ethical judgement, or contravene the rules and regulations of the organization.

#### **DISCIPLINE COMMITTEE**

The KYSA Discipline Committee acts when disciplinary matters are brought before the organization. The Discipline Committee is chaired by :

**Andrew Williams**

Director, Kamloops Youth Soccer Association.

Email: [andrew.thayne.williams@gmail.com](mailto:andrew.thayne.williams@gmail.com)

#### **GENERAL DISCIPLINE REGULATIONS ...**

Any player who is ejected from a game (red card) must serve an automatic one-game suspension. The suspension must be served in the player's very next game. There is no "appeal" of this policy; it is a standard penalty in all soccer jurisdictions around the world and is called for in the BC Soccer Rules and Regulations.

Any player who receives two cautions in one game (= red carded) must also serve an automatic one-game suspension. The suspension must be served in the player's very next game. There is no "appeal" of this policy; it is a standard penalty in all soccer jurisdictions around the world and is called for in the BC Soccer Rules and Regulations.

Any player who accumulates three cautions (three yellow cards) over several games must automatically serve a one-game suspension. The suspension must be served in the player's very next game. A further accumulation of cautions or ejections will result in increased penalties as laid out in BC Soccer's Discipline Guidelines. There is no "appeal" of this policy.

Any team official who has been ejected from the game is also subject to an automatic one game suspension, which must be served in the team official's very next game. There is no "appeal" of this policy.

The Discipline Committee is also charged with the responsibility of dealing with such matters as:

#### **PLAYING/COACHING WHILE UNDER SUSPENSION ...**

- **Any player or coach who participates in any games or practices while under suspension is subject to additional disciplinary action.**
- A team shall forfeit any points earned during games in which a suspended player participated in any fashion.



ion.

- A coach who allows a suspended player to participate in any games or practices while under suspension will be subject to disciplinary action.

#### COMMITTEE PROTOCOL ...

- Following receipt of a referee's report, the Discipline Committee will contact the coach (if it is the coach who has been reported) or the coach of the team whose player(s) has been reported, to ensure both are aware of the report and are taking appropriate action (i.e. keeping tabs on the number of yellow cards issued and/or ensuring that a one-game automatic suspension is being served).
- In more serious cases the Discipline Committee may determine that it is necessary to convene a hearing with the offender to determine if further disciplinary action is warranted.
- In the event that a coach has been ejected, only the coach shall be asked to attend a hearing. In the event that a player has been ejected, the player and his coach shall be required to attend.

#### **Section III - ZERO TOLERANCE POLICY:**

Over the last few years, verbal abuse directed towards referees has been a particular problem. Accordingly, the KYSA has established the following policies to help ensure the safety and enjoyment of all:

- Any coach, parent, grandparent or guardian judged by the Discipline Committee to be guilty of abusive conduct toward a game official during a House or Select Team game will be reprimanded in writing. When a second incident arises during the same season, it may result in sanctions which may prevent that individual from attending future games/activities.
- Any coach or player found guilty of using foul or abusive language in the vicinity of children under the age of majority will be reprimanded in writing. If a second incident occurs during the same season it will result in sanctions which may include preventing that individual from attending future team activities/games.

A member may apply to the Discipline Committee to be reinstated. Any requests for reinstatement must be forwarded in writing to the Chair of the Discipline Committee.

#### PROCEDURES GOVERNING THE ABUSE OF REFEREES BY A COACH OR SPECTATOR. ...

When a referee feels that he/she is being abused verbally or physically by either a team official or spectator, the referee will advise both coaches that the game is being halted as a result of the abuse. The referee will inform both coaches as to the source of the abuse. If the source is one of the coaches, the referee will advise the coach that the next occurrence of a similar nature will result in the abandonment of the game and that a report will be sent to the KYSA. If the source is a spectator, the coach will be asked to provide the referee with the name of the spectator (if possible). The coach will be asked to advise the spectator that the next occurrence of a similar nature will result in an abandonment of the game and that a report will be sent to the KYSA. If the spectator is not associated with either team, both coaches will be asked to speak to the fan and ask the individual to leave the park. Once the spectator has left the vicinity of the playing field, and the referee is satisfied the game can continue, he/she will re-start the game. If the abuse continues, the referee shall abandon the game and reiterate to both coaches that an incident report will be forwarded to the KYSA.