

RECREATIONAL COACHES HANDBOOK

March 1, 2011



Its for the Kids !

PREFACE

The current Constitution and Bylaws of the Ocean State Soccer School, Incorporated and the Recreational Coaches Handbook are the guidelines by which this organization operates, and as such, supersede all previous editions of the same.

Motions for any changes or amendments to the Constitution or By-Laws may be submitted at any monthly meeting, but will be voted on by the voting membership of the organization at the June Annual General Meeting (AGM).

Any and all interpretations and/or exceptions to these guidelines will be made by the Board of Directors and shall be binding on all members of the organization upon implementation.

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WELCOME TO OCEAN STATE SOCCER (OSS)

Ocean State Soccer School's (OSSS) philosophy is to offer equal opportunities for both boys and girls to participate in the sport of soccer. Respect for other players, coaches and officials, as well as teamwork and safety are our most important Goals.

OSS plays Recreational soccer during the Fall and Spring and Competitive (Travel) soccer during the Fall, Winter and Spring. A Board of Directors runs OSS, which is elected annually during the AGM meeting. The current list of Board members can be found in Appendix B. OSS holds monthly meetings at a date, time, and location posted on our web site (www.oceanstatesoccer.org). All members of the Board and all coaches are volunteers and receive no compensation for their services. Referees are trained through OSS and certified by the Rhode Island Referees Association through the United States Soccer Federation. They are paid on a graduated scale based on their role and age division. OSS owns the property on which the fields are located.

The Recreational program is run on a non-competitive basis so that each and every child will have the maximum fun and enjoyment. No standings and no scores are kept. The goal is for all team members to participate an equal amount in practice and in the weekly games. Each player receives a participation award at the end of the season.

Donations received from various organizations and funds received via our Sponsor Program and are used to support all the programs at OSS.

COMPETITIVE DIVISION

The Competitive Division of OSS forms teams that play in tournaments, competitions or leagues throughout the State of RI and New England. The goal is to develop the best possible teams to represent Ocean State Soccer. Separate fees are charged for each season and each tournament that the Competitive player participates in. Players for Competitive teams are selected based on tryouts for each age division. Not all players are guaranteed a position on a Competitive team. Competitive teams may play at other soccer organizations and may play at Indoor facilities during the Winter. These teams may travel to tournaments in other states around the country.

SELECTION OF RECREATIONAL COACHES

OSS entertains requests to coach on an individual season basis and may assign those persons to various teams. All coaches are volunteers and receive no compensation for their services. All coaches must undergo a Background Criminal Investigation (BCI) prior to being assigned to any team. OSS follows USYSA recommendations regarding the selection of coaches. Assistant coaches must also undergo a BCI once selected by the head coach. The coaches are present at practices and at games and must provide a good example to all soccer players. Therefore, there will be NO use of alcohol, drugs or tobacco on the practice or playing fields. Smoking is not allowed on the fields. Coaches may NOT attend practices or games while under the influence of alcohol or drugs. In a similar regard, there will be NO tolerance of any abuse, either physical or verbal, towards any players, Referees, officials, or other coaches by any coach. Should more than one coach apply for a vacant head coaching position, the Board of Directors will consider the following, in order, to fill the vacancy for that position:

1. Immediate previous head coaching experience in OSS with the highest level of USYSA/NSCAA credentials having priority.
2. Previous head coaching experience in OSS.
3. Previous assistant coaching experience in OSS.
4. Previous coaching experience outside of OSS.
5. Previous playing experience.
6. Parent/guardian with a child on that team.
7. Any other interested adult.

The Board of Directors will have final authority and will consider the children's welfare and safety in all of their coaching appointments.

CODE OF ETHICS

In accordance with ideals and goals of the OSS, all coaches must demonstrate good sportsmanship at all times. Coaches should encourage their players to be as gracious in losing as they are in winning. Coaches should discourage the concept that winning is the only worthwhile result. Coaches should promote the idea of players doing their best for the entire game regardless of the outcome.

1. The importance of winning must never supersede the players' safety and welfare. Winning is the result of preparation and discipline with considerable emphasis on the highest societal ideals and character traits. These values are not sacrificed for prestige or personal gain.
2. Coaches must adhere to the rules of the game. They must not seek unfair advantage by teaching deliberate unsportsman-like behavior or accepting illegal gains over an opponent.

3. The diagnosis and treatment of injuries is a medical problem and coaches must defer to the proper medical personnel without interference. Coaches must follow the directives of appropriate medical personnel.
4. Coaches must promote the educational Goals and Missions of the Organization and behave in such a manner that the principles, integrity and dignity of the Organization are not compromised.
5. Coaches must assure their programs are being conducted and promoted ethically and also be aware of any Organization activities which may affect their programs' performance and reputation.
6. Coaches must thoroughly acquaint themselves with the rules of soccer. They are also responsible for assuring their players understand the intent and application of the rules.
7. Coaches must adhere to the letter and spirit of the game's rules and not circumvent the rules to gain advantage.
8. Coaches are responsible for their players' actions on the field. Unsportsman-like tactics (i.e. the intent to injure opposing players, illegal substitutions, taunting, deliberate faking of injuries and professional fouls) are considered unethical.
9. Fair play must be encouraged and emphasized within the training sessions and competitions.
10. Impartial, competent officials are essential for the success of any competition. Coaches must not criticize officials publicly or privately and must follow organizational rules dealing with comments on officiating.

11. The following points outline Game Day conduct.
 - i) Treat officials with respect.
 - ii) If criticism is going to be leveled, complaints must be made in writing to the person responsible for officiating assignments.
 - iii) Coaches and Teams must not address the Referee before, during, or after the game in a demeaning way.
 - iv) Coaches must not incite players or spectators against the Referees.
12. Coaches must not make derogatory or misleading comments about officials, opposing teams and coaches, spectators, parents or other organizations.
13. Coaches must avoid any conduct that is construed as physically or verbally abusive.
14. Coaches must avoid verbal dissent during a game with an opposing coach or bench.
15. A coach's behavior and values must bring credit to his or her program, the Organization and the sport of soccer.

ROLE OF THE COACH

The role of the youth soccer coach is simply to provide every player with the opportunity to reach his or her maximum potential development for enjoyment of the game of soccer.

How the coach exercises his role depends upon the age and experience of the players as well as the nature of the playing competition. For example, for very young and inexperienced players, the coach needs to provide different game formats so that the players simply have fun while improving their skills. On the other hand, for older and experienced youth players, the coach must evaluate each player's strengths and weaknesses such as physical qualities (size, speed, strength, and endurance), technical qualities (ball control), and tactical qualities (ability to read and understand the game).

For beginning players, the coach's primary objective should be to provide an atmosphere in which the players will learn to enjoy soccer. This objective applies equally well to teenage players as to very young players, although the methods to achieve this objective will obviously differ. A secondary objective is for the coach to teach the players the necessary skills for full enjoyment of the game. Elementary techniques such as kicking and dribbling the ball should be demonstrated. But the coach must always remember that beginning players learn most from doing, not from watching or listening. Demonstrations at the beginning of practice sessions should be short and to the point so that the maximum time possible is spent playing.

Actual playing develops beginning players faster than any other method. Thus, the coaching methods for beginning players must emphasize games where the players have good opportunities to contact the ball. Small-sided games such as 3 v 3 are best until the players develop basic skills.

Most games should be designed so that the game is fluid and each player feels free to be anywhere on the designated field (e.g. use small Goals and no Goalkeepers). For very young players, games such as tag with each player dribbling a soccer ball are fun and educational. The players should be rotated through all playing positions so that the players gain maximum experience and avoid premature stereotyping to a particular position. Modern soccer demands a player to be proficient in all attacking and defending skills. Goalkeepers also need field playing experience to understand the flow of the game as well as to develop basic skills.

As the players increase in skill, the techniques used for experienced players can be phased into use. Coaches must always recognize the age and maturity of their players, however, and must avoid pressure tactics for young players.

The primary objective in coaching experienced players is to increase each player's physical fitness, technical ability, and tactical knowledge to the maximum extent possible. With these attributes maximized, an effective team can be organized to compete in high-level soccer.

The soccer fitness training for youth soccer must be soccer-related drills **with the ball**. Most fitness training is done through small-sided tactical games. Playing 2 v 2 for five minutes in the Penalty Area without Goals would accomplish a higher level of endurance than 10 minutes of lap running or 10 consecutive wind sprints.

COACHES TRAINING

Formal training and licensing is available upon request. There are pamphlets and videotapes available from the Organization and from Public Libraries. Licensing and certification programs are available through various State and National Organizations for Referees and Coaches. Programs for Coaches and Referees are often offered within the State for the convenience of those wishing to participate. For details on any of these programs, contact the Director of Coaches, Director of Referees or the President of the OSS.

Written requests for reimbursement for any courses or program must be submitted to the Board of Directors for approval before the course begins. Upon successful completion of an approved course and a subsequent, full season of coaching or Refereeing, OSS will reimburse coaches/referees for one-third of a "D" or above course or the entire cost of an "E", or Youth Module.

Prior to the season, coaching clinics may be provided free of charge, which is usually occurs on a Saturday prior to the first game of the season. Additional clinics may be run during the season on a weekday evening. These coaches' are run by qualified licensed coaches hired by OSS. The Coaches' clinics focus on demonstrating games that can be used to teach basic soccer skills and tactics.

TEAMS

Recreational Teams are formed based on the number of players that register for a particular Fall or Spring season. Attempts are made to accommodate the individual wishes of the player to be placed on the same team as a friend, relative or neighbor. Teams in the older age divisions will be balanced at the beginning of the season. Competitive and/or higher skilled players will be identified via evaluations by previous coaches and/or by the Board of Directors. These players will be distributed among the Recreational teams in order for the team to be balanced. The age grouping and the total number of players that register for OSS determine the number of players per team. Finalized rosters are given to the coaches with the names and phones numbers of the team players. The coaches are to call the players to inform them about practice, game schedule, medical release forms and uniforms prior to the beginning of the season.

PLAYER SELECTION

No tryouts are held for Recreational teams and all teams will be reselected each seasonal year. Any parent who wishes to have their child moved up to an older age division than the child's chronological age, must notify the Board of Directors in writing prior to the registration deadline for that given soccer season. The Board will consider each request on an individual basis and parents will be notified of the decision. A player may not move to a lower division than the child's chronological age according to USYSA regulations.

TEAM MANAGERS

Team managers are strongly recommended for every team, as the coach cannot do all the necessary work involved in running a team. Coordination of many activities such as team pictures, providing a drinks or fruit at half time, or assisting in training, may be some of the responsibilities of team managers.

CONCESSION STAND

The Concession Stand is open on game days and provides an important source of income for OSS. Parents, players and coaches are encouraged to patronize the Concession Stand.

On game days, there will always be an OSS Member of the Board on duty at the Concession Stand. The member on duty is there to handle all problems: schedules, Referees, fields, etc. There are first-aid kits and a phone in the Concession Stand for emergency use.

EQUIPMENT

Player equipment is one of the smallest cost items in the overall program. A pair of shin guards, a ball, shorts, and footwear and the child is ready to play. Players **MUST** wear shin guards, socks pulled up over the shin guards, and footwear. Players are not required to wear soccer shoes, although it is recommended in the older age groups. Shoes must have soft rubber cleat with **NO** cleat at the toe end of the shoe. **NO** jewelry of any kind is allowed—**NO** earrings, **NO** watches, **NO** barrettes, **NO** bracelets, and **NO** chains.

NO hard brimmed hats are allowed. Cloth ties, rubber bands, headbands, wristbands and gloves are allowed. The younger age groups may be allowed to wear long pants during the games in cold weather. The game shirt must be worn on the outside of all other clothing and tucked into the shorts during the game. The players are encouraged to bring water to games and/or practice, as continual hydration is important to the health of a young athlete.

Shin guards for all players at all practices and games are **MANDATORY**. It is the coach's responsibility to see that each player complies with this rule. It is expected that all players wear the OSS issued shirt, shorts, and both socks for all games. For older players, a sports equipment bag to carry all of the players' gear is encouraged. As with all personal items, each should have the players' name clearly marked on it.

The OSS will supply each team with the proper size soccer balls, player uniforms, medical release forms and cones. All equipment supplied, with the exception of player uniforms, should be returned on the last day of the season in front of the concession stand. First aid supplies are available at the Concession Stand on league play days.

COMMON SENSE LAWS OF THE GAME

Unless otherwise noted, OSS follows FIFA “Laws of the Game” as modified for OSS seasonal play. A copy of ‘Coaches Supplement to OSS Laws’ as well as ‘OSS Laws’ is available to all coaches at the Coaches Meeting held before the start of each and every season and can be found in Appendix A. These modified rules of play are updated as FIFA and OSS modify the rules of play. The following are the “Common Sense Rules”.

Law 1: Field of Play

- (a) The field of play must be safe for the players (for example, no dangerous holes).
- (b) The Goals and Markings must be sufficient for the Referee to perform the essential duties (Goals, outer boundaries, and Penalty areas are most important).

Law 2: The Ball The ball must be safe for the player to use (for example, a ball that is too hard or that has a sharp edge is dangerous to players).

Law 3: Number of Players The number of players on each team should be comparable so that the game will be competitive (For example, six players against eleven players is not competitive).

Law 4: Players’ Equipment

- (a) No player may wear anything which is dangerous to anyone.
- (b) The players for the two teams should be easily distinguishable, with the Goalkeepers being easily recognizable from the other players.
- (c) The Goalkeeper must wear a different color shirt than the rest of the teams and the Referee.

Law 5: Referees The Referee’s duty is to ensure that the game is played fairly for the maximum enjoyment of the players with as little interference by the Referee as possible.

Law 6: Assistant Referees The Assistant Referee’s duty is to assist the Referee.

Law 7: Duration of the Match The players are entitled to the entire designated playing time for the game unless the game must be suspended.

Law 8: Start and Restart of Play No team should have an unfair advantage at the start of play, whether by place kick or drop-ball (For example, play should not be stopped so that a drop-ball results in a Penalty area unless absolutely necessary for a serious injury.)

Law 9: Ball In and Out of Play The play continues unless the Referee stops the game or unless the ball goes entirely outside the field of play.

Law 10: Method of Scoring A Goal is scored only when the whole of the ball goes into the Goal and has not been propelled illegally by an attacking player.

Law 11: Offside

- (a) A player may not gain an advantage by being in an offside position.
- (b) Offside is judged at the time the ball is played to the player; NOT at the time the player receives the ball.

Law 12: Fouls and Misconduct

- (a) Intentional fouls must be penalized, unless by doing so the offending team will be given an advantage
- (b) The purpose of a soccer game is enjoyment — players who do not play the game fairly must be cautioned or ejected depending upon the severity and extent of their conduct.
- (c) The Goalkeeper may not waste game playing time through stalling tactics.

Law 13: Free Kicks Free Kicks are to be taken without delay and without interference from the opposing team so that the game proceeds as rapidly as possible.

Law 14: Penalty Kick Because Penalty Kicks often result in Goals being scored, they must be taken precisely in accordance with the procedures of Law 14 so that neither team has an unfair advantage.

Law 15: Throw-In Throw-ins are to be taken without delay so that the game proceeds as rapidly as possible.

Law 16: Goal Kick Goal Kicks are to be taken without delay and without interference from the opposing team so that the game proceeds as rapidly as possible.

Law 17: Corner Kick Corner Kicks are to be taken without interference from the defending team since they result from offensive pressure by the attacking team.

OSS RULES PHILOSOPHY

The philosophy of the OSS modifications to the FIFA “Laws of the Game” is to educate the players and coaches through gradually increasing adherence to the Laws. This is accomplished by transitioning from no restrictions at the U4 level to full implementation of the laws by U19. Make the game of soccer interesting, and keep it safe, but most of all make it fun. To achieve this goal:

U4/U5

- Keep all kids playing as much as possible.
- Maximize the number of touches on the ball.
- Only one coach or parent per team allowed on the field to facilitate play.
- Do not overly regulate play, just let the kids play.
- The biggest incentive for a player to chase and dribble the ball is to score goals.
- For safety reasons, NO one is allowed to hold the hand of a player while the player is on the playing field.
- All Free Kicks are Indirect Kicks. A goal may be scored only if the ball touches another player before it enters the Goal including the Kickoff.

U6

- All Free Kicks are Indirect Kicks. A goal may be scored only if the ball touches another player before it enters the Goal including the Kickoff.
- Focus player development on the offensive skills : dribbling, passing, and shooting.
- No Goalkeepers are to be used to insure the maximum goal scoring opportunities.
- Instead of Throw-ins use kick-ins to minimize disruptions to the flow of the game.
- Enforce the spirit of the game by preventing permanent defenders in the Penalty Box.
- A coach will be asked to address the Board of Directors if the spirit of the game is intentionally Ignored.
- One (1) coach per team will be allowed on the field of play during the game for the first four (4) games of the season and NOT at all during the remainder of the season.
- Coaches are asked to instruct, but not to interfere with the flow of the game.
- Let the kids play. Given the chance, the kids will figure it out.

U8

- All Free Kicks are Indirect Kicks. A goal may be scored only if the ball touches another player before it enters the Goal including the Kickoff.
- Coaches will not take advantage of the fact that there are no Penalty Kicks in this age group.
- Any player, other than the Goalkeeper in his own Penalty Area, will be asked to sit out the rest of the quarter, the SECOND time that player INTENTIONALLY uses their hands to prevent a goal from being scored. The Referee will make a report to the Board of Directors and the coach will be

asked to address that Board if a player repeatedly commits an intentional handball in their Penalty Area.

U10 and Above

- Full adherence to the “Laws of the Game”

THE REFEREE AND ASSISTANT REFEREE

Like other games, soccer is controlled by officials who are responsible for interpreting and applying the playing rules. Unlike most American games, soccer is controlled by only one official—the Referee. This single Referee is assisted by two Assistant Referees in a diagonal system of control. The Assistant Referees use flags to indicate infractions to the Referee, but only the Referee has a whistle and the authority to stop the game for a foul.

In some youth soccer games, the Referee has to work alone. Whereas in football and basketball, the officials call every foul, in soccer the Referee calls only those fouls which are a disadvantage to the team fouled against. The idea of this policy is to avoid any unnecessary stops in the game and to prevent a defending team from gaining an advantage by fouling and thus stopping an attacking play. A good Referee is like an invisible conductor orchestrating the flow of the game without drawing personal attention. A good Referee is thoroughly familiar with the rules of the game; physically fit enough to follow the playing action closely, and objective in all decisions. Men, women, and older youth players all serve as effective Referees and Assistant Referees for youth soccer games. They take quiet satisfaction from a little appreciated but crucial role.

The United States Soccer Federation has established a national Referee development program under its Referee Committee, which has representation from all levels of soccer. Under this program, a number of people have been trained at the national level as Referee instructors to train local Referee instructors and high-level Referees

The national program reaches the local level through the local state youth association and state association affiliated with the United States Youth Soccer Association or United States Soccer Federation. Local administration is handled by a State Referee Administrator, a State Youth Referee Administrator and their assistants. These people are responsible for certifying Referees at different grades according to standardized national tests and criteria (the Referee Trainee and Youth Referee grades are relevant to youth soccer). They are also responsible for organizing educational clinics given by trained Referee instructors to local Referees and Linesmen. The training of competent and sensible officials is the goal of the instructional and testing program organized under the Federation's Referee Committee through the State Referee Administrators.

Referees are to officiate all games to the best of his or her ability. All Referees' decisions are final. There will be no Referees in the U-5 division. OSS policy states that all Referees must be certified. Anyone interested in obtaining certification should contact the Director of Referees or a member of the Board of Directors.

Respect for the Referee is mandatory by all coaches, players and spectators. Adults must set a good example for all players. Referees will report to the Director of Referees, or a member of the Board of Directors, any unsportsman-like behavior by spectators, players, or coaches. The Referee will not address any spectator in any manner other than to ask that individual to leave the playing area.

Coaches are encouraged to offer compliments as well as constructive criticism on any aspect of the Referee's performance in writing on the Referee assessment form, available at the concession stand.

GAME ETIQUETTE

Coaching shall be done in the coaches' box only, and only two (2) coaches from each team are allowed on the team's sideline during the game. Coaches are NOT allowed to run along the Touchline to give instructions to the players. If a team cannot field the full number of players, the opposing team is requested to play with an equal number, down to the minimum. Coaches must make an attempt to control the parents of the players, as they are also representatives of the OSS. No one will be allowed to badger any Referee, coach, player, or official. The OSS will not tolerate the use of any foul language, or any action that reflects negatively upon the Program. Should OSS determine that any one's behavior is unruly, abusive, and/or unacceptable, a letter will notify that person that he or she shall be barred from attending any scheduled soccer games for the duration of the current season. Spectators will remain on the opposite side of the playing teams.

The Referee controls the field of play and may stop the game to request the removal of any violator of these guidelines. Only players in the game are allowed on the playing field during the match. Coaches and/or parents may enter the field of play ONLY when summoned by the Referee. In the younger age divisions, one (1) coach from each team may be on the field during the match, as per OSS modifications. For the safety of all players, NO one is allowed to hold a players' hand during the match.

Once the game has begun, coaches may only enter the field of play when asked to do so by the Referee. No one is

allowed be along the Goal line between the corner flags during the game. Players may warm up on the field of play 5 to 10 minutes before the scheduled start of the game providing there is sufficient time to do so. Captains will be called for the coin toss with the winner of the toss choosing which end of the field that player's team will attack, according to the **Laws of the Game**. The other team will kick off. After the game, each team will line up on the team's touchline with each player shaking hands with all of the other team's players.

The Referee is the ultimate authority on the field. They have been through many hours of classroom instruction and field training. Please do not question or yell at the Referee. If you do not agree with their call, seek the Director of Referees for an explanation. If you wish to comment about a Referee, fill out the Referee Assessment Evaluation Form found at the Concession Stand or talk to a Board Member. If a coach has a situation that needs to be addressed during a game, the coach should go to the Concession Stand and speak to the Board Member on Duty. If the situation warrants it, coaches have the latitude to go to the Board Member on duty to request an adjustment of the number of players on the field. This action may allow fewer players than the Laws of the Game requires—provided that each team fields an equal number of players.

Coaches, who find themselves in a position where they can't field a team to play, are asked to speak to the opposing coach to discuss options, such as, having kids from the larger team play on the smaller team or play with a reduced team size.

COACHES INSTRUCTION

Coaches may convey tactical instruction to the players during the match. Both coaches must remain within the confines of the Technical Area (Coaches Box) and behave in a responsible manner. The Technical Area extends one (1) yard on either side of the bench or seating area and extends forward up to one (1) yard away from the Touch Line. This area does NOT extend past the Halfway Line in the middle of the field between the two bench areas, and NOT pass the line marking the end of the Coaches Box along the Touch Line towards the Goal Line. Coaches are allowed on the field of play:

1. Before the Referee's whistle for the start of the game.
2. During half time.
3. After game has ended by the Referee's whistle.
4. When summoned by the Referee to treat an injured player.

SUBSTITUTION PROCEDURE

To replace a player by substitution, the following conditions must be observed:

1. The Referee is informed BEFORE any proposed substitution is made.
2. A substitute ONLY enters the field of play after the player being replaced has left the field AND after receiving a signal from the Referee.

3. A substitute ONLY enters the field of play at the Halfway Line and during an appropriate stoppage in the match.

Any of the other players may change places with the Goalkeeper, provided that the Referee is informed BEFORE the change is made and the change is made during a stoppage in the match. When the substitute is ready at the Halfway Line and there is an appropriate stoppage in the match, the recommended procedure is to inform the Referee and to identify the team shirt color and substitution as “Red Substitution” or “Blue Sub”. The Referee will then summon the player(s) onto the field.

Unless otherwise noted by OSS modifications, substitutions may take place at the following occasions:

- Team’s possession throw-in
- Any Goal Kick
- After a Goal is scored
- At any intermission between periods
- For any injured player

PRACTICE

Practice may be held only on the OSS soccer fields at 650 Stony Lane on any late afternoon or early evening. Grass watering and mowing is conducted anytime during the week, usually before 4:00 P.M. Practice fields are available on a **first come, first served basis**. With many teams using the fields over the five weekday nights, there can be many teams practicing at any given time. Any space available maybe used to conduct drills or small-sided games. The entire field should only be used for scheduled matches arranged though the VP of Development or the Recreation Field Coordinator.

There are certain ways to help youngsters maintain focus, many of which are simply good coaching techniques in general. During training sessions, children will misbehave while waiting in line. Coaches should avoid asking any players to stand in line. We learn by touching the ball, not standing. Soccer, after all, is not a static game. Movement should be praised and kids are experts at moving.

In addition, children respond best to short instructions and corrections, repeated often. Coaching points and catch phrases work best especially when they are delivered with enthusiasm.

Positive feedback to any child can be given in front of the group, but corrective feedback directed to an individual player should be given privately. Direct eye contact works best. Players should repeat back the instructions, to make sure they understand what is asked for. Because boredom, frustration and anxiety inhibit learning, divide tasks into small steps. Players can master each step, but must be challenged enough to keep them interested.

Similarly, because disorganized practices invite players’ misbehavior, coaches should plan ahead. Practices should be fun (and instructive). The best way to do that is for coaches to have fun themselves. It is always better to coach by example rather than by command. A true leader is someone with a volunteer following, someone supported for who he is and for the example he sets.

This is especially true in youth soccer, where the measure of good coaching is a team of youngsters happy to return to the practice field. To set a good example, each coach should consider his own attributes such as personality, personal appearance, self-expression and communication on the field, the ability to demonstrate skills and, most important, the ability to lead and teach.

Always remember that the coach's responsibilities are to give the players the opportunity to reach their maximum potential in physical, technical, and tactical performance. These general guidelines will help:

Exercise self-improvement first	Before a coach tries to improve his players' performance, the coach must first try to improve his own performance.
Do adequate homework	To help players as much as possible, a coach must analyze games, prepare practice sessions and organize the team in all areas both on and off the field.
Watch the training and training load	Too much and too little are equally bad. A balanced training program takes into account the players' needs for improvement, their age, and their physical and mental abilities
Take individual needs into account and be flexible.	Don't impose the same exercises and practice times on all players, but allow each to concentrate on individual weaknesses. This requires one-to-one coaching wherever possible.
Demonstrate	Rather than lecturing, impose a condition, which will emphasize the skill involved. For example, to emphasize the skill of moving into open space, impose a condition or <i>positive</i> Penalty for players standing or taking a break.
Simplify	Complexity is confusing. Use simple and specific explanation rather than soccer terminology like depth, width, 4-2-4, etc
Make practice fun	Make the game more enjoyable for your players by introducing a variety of exercises, drills, and games in the training program
Motivate and teach players to coach themselves	Encourage team spirit for mutual support and encouragement.
Always use the ball	Have the players work with a soccer ball not only during the season but also in the off-season and in periods of spare time. Make sure players realize that the only way to learn is by doing

PRACTICE CHECKLIST

Practice sessions can be tedious for a player and frustrating to a coach. Often, a quick evaluation of your previous session will give you a clear idea of an area of weakness. The following checklist should provide any coach with the opportunity to improve their practice sessions and create meaningful practices for their players.

- (1) It is preferable to have a member of each gender at all practices.
- (2) Arrive 5-10 minutes before scheduled start time.
- (3) Assure that water and medical kit are available, as well as medical release forms.
- (4) Decide on a topic for emphasis based on previous match or practice and make written plans for the sessions.
- (5) Arrange all equipment and field markings for exercises before practice begins.
- (6) Begin practice on time.
- (7) Encourage parents to stay at fields during practice to watch and join in the learning process as well as being available for emergencies.
- (8) Warm-up to be related to theme of practice.
- (9) Verbal explanations to be concise, meaningful and to the point. Players allowed a chance to experience and learn. Avoid lecturing.
- (10) Ample number of balls. Don't spend time chasing balls.
- (11) Keep all players actively involved. Avoid lines.
- (12) Exercise to provide game-like pressure on players.
- (13) Exercises conducted on proper third of field.
- (14) Arrange grids in proper size to get proper pressure training, improve speed of decision-making and improve technical ability.
- (15) Use positive reinforcement with all players.

- (16) Use **FREEZE** method of explanation from the point of the mistake. Players to begin from the point of the mistake and follow instructions correctly.
- (17) No more than five **FREEZES** during the session.
- (18) Do not interrupt play during the final scrimmage or match condition exercise.
- (19) Allow time to cool down and stretch at the conclusion of practice.
- (20) Ask players questions relating to the practice theme and solicit their input.
- (21) Remain enthusiastic and upbeat during the entire session.
- (22) Provide information concerning upcoming matches, practices and tournaments to players.
- (23) Recognize improvement in play related to the practice topic.

End session on time. Quality practice sessions will result in quality players. Have enough confidence in yourself to ask a coach you respect to watch your training session and make suggestions. When experiencing difficulties with your sessions, ask for help or use the checklist. Your players deserve the best.

FIELDS

Field preparation is conducted 2 to 3 weeks before opening day. An all day "Field Day" is held on a Saturday when the playing fields are set up, the sheds painted, the area clean-up, and the Concession is stocked with all that is necessary for the fun and enjoyment on opening day.

Game Preparation:

The playing fields lines are repainted during the week, weather permitting, between 8:00am and 4:00pm

Teams of volunteers spray paint for the lines so that they are fresh on Game Day.

Opening on Game Day:

Set up the field if you have the first game on a field on Saturday:

- Move Goals to proper position at Goal Box.
- Move benches between fields for coaches and players, outside of field for parents.
- Get Corner Flags from shed and setup on field (1st game), put them away in shed (last game).
- Have parents and kids police the field after practice/game for garbage, equipment, and clothes.

No animals allowed on the field at anytime for safety and sanitary reasons

Closing on Game Day:

Break down the field if you have the last game on a field on Saturday by reversing the opening.

- Collect field letter, collect trash and store Corner Flags.
- Keep off Goal areas to protect them during practices by moving Goals to touchline when not part of a scheduled game.

Practice Day:

Use anywhere space is available and not more than half of the field during practice (With 75 teams spread over only 5 nights equals 15 teams per night)

Have parents and kids police the field after practice/game for garbage, equipment, and clothes.

No animals allowed on the field at anytime for safety and sanitary reasons.

ADVERSE WEATHER POLICY

Soccer is a sport that is played in both good and adverse weather conditions. OSS will provide the facilities (fields, Referees, parking, Port-a-Johns) that are required for playing soccer in all weather conditions. **Games will be played unless notified.** The only time that OSS will cancel games for the day is if conditions develop which present a danger to the kids (Lightening, standing water) or to the fields (when significant damage will result due to standing water, or loose turf). It is possible that only select games may be canceled due to varying conditions throughout the day. Game cancellations will be communicated through the coaches calling chain and/or a message will be posted on the OSS soccer hotline **(294-7272)** and/or the OSS web site **(www.oceanstatesoccer.org)** or via mass email.

The decision to close the field for the day will be made by the President of the OSS, or the Board Member who is on duty at the Concession Stand that day. Coaches are NOT allowed to decide to cancel a game. Parental discretion should always be used to determine whether their child should play on any particular day. People should remember however, that their decision affects not only the families on their team, but also those of the opposing team. If you

decide not to play, you may also be deciding that the opposing team will not play as well.

A tremendous amount of logistics planning and execution by many people occurs each week to make Saturdays happen. And remember, unless a Referee has sufficient notice (2 hours), they are paid for the games that you don't show up for. All our Referees are paid, costing OSS over \$300.00 each Saturday. This expense comes directly from Concession Stand profits. If coaches were allowed to cancel games without early notification for the Referees, the Referees would still be paid. This expense, compounded by loss of sales at the Concession Stand due to teams not showing up, tallies up to a loss in revenue for OSS, revenue that we count on for new equipment and field improvements.

Referees will remain at the field until 10 minutes after the scheduled start time. If a team(s) comes to the field during a scheduled time slot, the Referee will work that game. If your game does not get played, coaches can arrange an informal makeup game during the week or weekend. Due to cost and logistics, Referees will not be supplied. Remember to consult the field utilization schedule to determine when the best opportunities for field availability may be. Many teams will be vying for field availability for practices during the week. Also, official competitive games are scheduled on the fields.

INJURIES

Coaches will immediately attend to an injured player during practice or when summoned by the Referee during a game. All other players, both on the field and on the sidelines, should remain in place, and sit or kneel quietly until play is resumed. If there is any doubt about a player's injury, immediate proper medical attention must be sought.

Coaches must have the first aid kits (provided by the OSS) and ice or cold packs on hand in the event of an injury. Ice is also available at the concession stand on game days along with replacement first aid supplies.

Any player with free flowing blood or blood on his/her uniform must leave the field of play and may not re-enter the game until the bleeding is stopped, the wound is completely bandaged, and/or the uniform is changed. Coaches should refer to their medical release forms for identification of any existing medical conditions.

OSS insures all players and coaches and designated assistant coaches for injuries sustained at practice and during games. Prompt reporting of all injuries to the OSS President is mandatory for insurance coverage. This insurance is secondary to all other coverage.

Coached must fill out and submit an "injury report form" for any injury requiring attention and submit to the OSS safety officer. Forms are available on the web.

COACHES LIBRARY

(Sign out material in the Concession stand one-week maximum)

BOOKS

- "Organizing Your Youth Soccer Team"
- "Complete Book of Drills" by McGettigan
- "The Coach's Collection of Soccer Drills" by John Reeves and Malcolm Simon
- "The World's #1 Best Selling Soccer Book" by Laitin
- "Coaching Soccer Effectively" by Hopper and Davis

MLS SOCCER CAMPS 10 WEEK SELF-HELP BOOKLET SERIES:

- Fun and Games Developing 5-6 Year Old Players
- Young Player Development for Coaches of 7-8 Year Old Players
- Intermediate Player Development for Coaches of 9-11 Year Old Players
- Advanced Player Development for Coaches of 12-18 year old Players.

OTHER RECOMMENDED REFERENCE MATERIAL

BOOKS

- *The FA. Guide to Training and Coaching* by Allen Wade
- *Learning and Teaching Soccer Skills* by Eric Worthington
- *Soccer Coaching and Team Management* by Malcolm Cook
- *Football* by Gerhard Bauer
- *Teaching Soccer* by William Thomas
- *Understanding Soccer Tactics* by Conrad Lodziak
- *Soccer Techniques and Tactics* by Robin Trimby
- *Soccer Coaching the European Way* by Eric Batty
- *Soccer Coaching: The Modern Way* by Eric Batty
- *The Official Soccer Book* by Walter Chyzowych
- *The Challenge of Soccer* by Hubert Vogelsinger
- *Soccer Tactics and Skills* by Charles Hughs
- *Soccer Skills and Tactics* by Ken Jones, Pat Welton
- *Soccer Tactics and Teamwork* by Charles Hughs
- *New Football Manual* by Karl-Heinz Heddergott
- *Soccer* by Arpad Csanadi
- *So You Want to be a Goalkeeper* by Joe Machnik and Paul Harris

- *So You Want to be a Goalkeeper* by Joe Machnik
- *The Joy of Coaching Youth Soccer* by Graham Ramsay and Paul Harris
- *Kwik Goal: Coaching for 8-12 year olds* by Andy Carouso
- Youth Soccer: Assistant coach series U6 and U8 activities aids for parents and coaches

VCR TAPES

- Play Like a Soccer Legend by Coerner
- Michelle Akers
- Gordon Banks
- Roberto Rivelino Wader's Micro Soccer
- Fundamental Soccer Practice with Kart Dewazien
 - Tape-I: Laws of the Game
 - Tape-II: Improved Players' Skills with small-sided games
- Soccer is Fun with Bobby Charlton
 - Tape-I: Basics of Trapping, Ball Control, Passing and Shooting
 - Tape-II: Positioning, Volleying, Dribbling, Deception and Scoring Goals

COMMONLY USED PHRASES

Assistant Referee	An official who is responsible for helping make Off-sides, Throw-ins, and Free Kick calls. (See Referee)
AYSO	American Youth Soccer Organization (National rival of USYSA)
BCI	Background Criminal Investigation – A criminal and/or character background check on all persons that come into contact with the children at OSS
Center Circle	Location in the center of the field from which the Kickoff takes place and all defending players must be outside.

Coaches Box	See Technical Area
Competitive Team	Soccer teams that play on a more skilled level around the state—both indoor and outdoor
Corner Arc	One-quarter circle arc in each corner of the field from where a Corner Kick takes place
Corner Flag	Five foot pole with a red flag on top marking the corners of the field, which may NOT be moved when a Corner Kick is taken
Corner Kick	A restart from the Corner Arc after the ball goes over the Goal Line last touched by a defensive team player
CJSA	Connecticut Junior Soccer Association - State wide governing body for youth soccer in Connecticut
Defender	A player whose task it is to prevent the opposite team from scoring a Goal

Direct Kick	A Free Kick, in which a Goal can be scored directly by the player taking the Free Kick, without the ball ever touching another player
FIFA	Federation of International Football Associations - the international governing body of soccer
Forward	A player with offensive tasks particularly scoring Goals
Fouls	An infraction committed during play, as defined by LAW 12
Free Kick	An uncontested kick, awarded to the team who was a victim of a foul by the opposing team
Fullback	A Defensive Position – See Defender
Goal	(1) The rectangular area, with crossbars measuring out towards the corners of the field “x” feet from the center of the Goal Line on both sides, and with sides measuring “y” feet up from the ground to the crossbar. (2) The term for a score which results from legally propelling the whole of the ball completely over the Goal Line, between the Goal posts, and under the crossbar
Goal Box	A rectangular area, which extends “x” yards away from each Goal post along the Goal line, and “y” yards toward the middle of the field from the touch line, and from which Goal Kicks are taken

Goal Kick	A Free Kick that is awarded when the ball (1) goes over the Goal Line, (2) is last touched by the attacking team and (3) is not a Goal. The kick is taken anywhere from within the Goal Box and MUST clear the Penalty Box before it can be touched by ANY other player. If the ball does not clear the Penalty Box before being touched by ANY other player, then the kick is retaken.
Goal Line	The out of bounds line that exists at the two ends of the soccer field, from corner flag to corner flag and across the mouth of the Goal
Goalkeeper	A special Defender with the task of saving shots on Goal. Only player that can "handle" the ball in his own Penalty Box.
Halfback	See Midfielder
Handball	When the ball is touched by a players hand and/or arm up to the shoulder, except when <i>handled</i> by a Goalkeeper inside his own Penalty Box
Header	A method of advancing the ball, by striking the ball with your head
Indoor Soccer	A soccer tournament, which is played indoors, typically during the winter months
Indirect Kick	A Free Kick, which does not come into play, until the ball touches another player
Keeper	See Goalkeeper.
Kickoff	The manner in which the game is started or restarted. The ball is kicked forward from the very middle of the field by the offensive team

LASA	Luso American Soccer Association - Semi-pro level of soccer teams that play in Southeastern Massachusetts
Linesmen	See Assistant Referee
Licensed Coach	Coach who has successfully completed various courses from USSF or NSCAA that are designed for coaching soccer.
Mark (ing)	Guarding or covering closely an opponent.
MYSA	Massachusetts Youth Soccer Association – State wide governing body for youth soccer in Massachusetts
Midfielder	A player who functions primarily between the Fullbacks and the Forwards to build up an attack or help on defense

NSCAA	National Soccer Coaches Association of America. An association of soccer coaches promoting soccer fundamentals, fun, and safety; and from whose articles much of this handbook is derived
NKSA	North Kingstown Soccer Association - Local youth soccer league
ODP	Olympic Development Program. A higher level of skilled soccer played nationally
Offside	A player is offside when (1) He is ahead of the ball at the moment the ball is played by a team member to him, and (2) There are NOT at least two opposing members between himself and the opposing team's Goal line.
OSS	Ocean State Soccer - Youth recreational soccer played on Stony Lane fields

Out-of-Bounds	The out-of-bounds lines are designated by the Touch Lines on the sides of the field and the Goal Lines at the ends of the fields
Penalty Arc	An "x" yard arc, measured from the Penalty Spot, outside which all non-kicking players must stand outside of during Penalty Kicks
Penalty Box	An "x" yard rectangle, inside which only the keeper is allowed to "handle" the ball; and where all direct Free Kick offenses committed by the defending team result in a Penalty Kick.
Penalty Kick	A Direct Free Kick which is taken from the Penalty Spot. All players, except the Keeper and the player taking the kick, must be outside the Penalty Box and Penalty Arc.
Penalty Spot	A spot, which is located X yards from the Goal Line, from which a Penalty Kick is taken
Premier Soccer	Higher level of soccer that teams play throughout the state and region
Recreational Soccer (OSS)	Non-competitive soccer, which focuses on skill development and imparts a love of the game of soccer on kids
Referee	The person who is responsible for officiating the soccer game
RISA	Rhode Island Soccer Association - Senior soccer leagues in Rhode Island
RIYSA	Rhode Island Youth Soccer Association - Former governing body for youth soccer in Rhode Island

Select Team	See Travel Team
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SRI	Soccer Rhode Island - Statewide governing body for youth soccer in Rhode Island
Stopper	A defensive position whose responsibility is to play first Defender in the middle of the field
Striker	A Forward or Winger
Sweeper	The last defender before the Keeper whose task it is to “sweep” up or to intercept a Striker that has beaten the Defender assigned to “Mark” him
Technical Area	The Technical Area shall be considered as extending one (1) yard on either side on the players’ bench or sitting area and extending forward up to one (1) yard away from the Touchline or as defined by OSS <i>Laws of the Game</i>
Throw-in	The method of putting the ball in play after it has gone out-of-bounds over the Touchline. The ball is thrown in, at the same location it went out, by a player opposite the team that last touched it. The thrower must have both feet on the ground, must face the field of play, and must throw the ball equally with both hands from behind the head. A Goal can NOT be scored directly from a Throw-in
Touchline	The boundary lines at each side to the field from where Throw-ins take place
Travel Team	A Competitive Team consisting of high-level players from multiple towns that plays against other Travel Teams.
USSF	United States Soccer Federation
USYSA	United States Youth Soccer Association
Winger	Outside Forward

NOTE: “x” and “y” terms will vary depending upon the age group to which they apply

APPENDIX A
OSS Laws of the Game

See Handout given to each Coach at Coaches Meeting prior to each season or view the Laws online at:

www.oceanstatesoccer.org

APPENDIX B
Board of Directors 2010 - 2011

President	John Montanaro	829-3303
Development VP	Craig Cook	294-6665
CFO	Jeff Wadovick	886-9438
Competitive VP	Chris Runci	744-6748
Secretary	Robb McBrier	640-6161
Registrar	Jennifer Gallagher	222-9479
Dir of Technical Training	John Resendes	207-2645
Dir. Operations	Keb Brackenbury	295-0733
Dir of Safety	Russ Tellier	640-0264
Dir Equipment	Pat Corso	295-7181
Dir Referees	John May	741-2429
Dir Property	Bill Gallagher	295-1114
Dir of Foundation	TBD	

**Ocean State Soccer
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Web Site :
www.oceanstatesoccer.org

Hotline : 401-294-7272

**Make soccer interesting and
keep it safe,**

but most of all,

make it FUN !!!

Instill The Love Of the Game

In The Child !!