

# Northwest District CJSA

## Team Handbook

A concise supplement to accepted policies

– Spring 2012 –



**Dave Brouillette**

District Chairman, State Assoc. Vice President

**Scott Shakly**

District Registrar

**John Hester**

District Referee Administrator

**Rich Zimmerman**

District League Commissioner

*[www.nwdcjsa.org](http://www.nwdcjsa.org)*

*[www.cjsa.net](http://www.cjsa.net)*

It is important to realize once endorsed by a district official, the player pass becomes the ultimate property of The Northwest District. They do not belong to a club, coach, player or parent and must be immediately surrendered upon the request of a game official or district executive.

**ALWAYS CARRY MULTIPLE COPIES OF YOUR TEAM ROSTER IN THE EVENT A REFEREE NEEDS TO RETAIN A COPY.**

**PRESENT YOUR CURRENT VALID PLAYER AND COACH PASSES ALONG WITH YOUR CURRENT TEAM ROSTER TO THE GAME OFFICIAL PRIOR TO THE GAME FOR VERIFICATION.**



**NO GAME OFFICIAL, TEAM COACH, CLUB REPRESENTATIVE OR THE LIKE, HAS THE AUTHORITY TO SUSPEND THE NO-PASS, NO-PLAY RULE! GAMES PLAYED WITHOUT PROPER VERIFICATION OF REGISTRATION (i.e. PASSES & ROSTERS) EXPOSES THE COACH, CLUB AND PROPERTY OWNERS TO UNNECESSARY LIABILITY IN THE EVENT OF A SERIOUS INJURY. IT IS THE COACHES RESPONSIBILITY TO ENSURE HE OR SHE HAS THESE ITEMS BEFORE ARRIVING AT A GAME!**

### ROSTER LIMITS

The primary roster limits can be found in the table on page 9.

In addition, each player on a district Classic roster must:

1. be a resident of the town in which the team's home field is located (*Clubs serving multiple towns are covered by this*); OR
2. be a resident of a NW District town in which no Classic team exists in the player's age division in the current playing season; OR
3. is one of not more than two (2) players not provided for in subsections 1 and 2 above.

## RESCHEDULING DUE TO CONFLICTS (LACK OF PLAYERS)

In the event a team notifies their opponent at least 1 week in advance that they can not get the *minimum required 7 players* on the scheduled game date, the match can be rescheduled to a date mutually agreed upon by both coaches, but *within two weeks of original assignment*.

- Conflicts due to a CT Cup tournament match should always be rescheduled without question.
- Conflicts due to a non-holiday tournament should be avoided. *District matches take precedence*. All effort shall be made to play the match on the scheduled date, even if one team has to play multiple games. In the event a team can not play on the original scheduled game date because they are attending a non-holiday tournament, that team will *lose home field* (become the away team) and be required to *pay the referee fees* for the rescheduled match.
- Unavoidable conflicts due to non-soccer group activities that leave a team with less than the minimum required 7 players (i.e., religious group activities, scouting or other similar club activities, etc.) can be rescheduled to a date mutually agreed upon by both coaches, but within two weeks of original assignment.



**FAILURE TO NOTIFY AN OPPONENT OF A CONFLICT AT LEAST 1 WEEK IN ADVANCE OF A GAME WILL RESULT IN A FORFEIT, A LOSS OF STANDINGS, AND AN ASSESSMENT OF A CLUB FINE.**



**IF A GAME CAN NOT BE RESCHEDULED AND PLAYED WITHIN TWO WEEKS OF THE ORIGINALLY ASSIGNED DATE, THE LEAGUE COMMISSIONER SHOULD BE CONTACTED BY THE HOME TEAM TO ASSIGN A TIME AND PLACE FOR THE GAME TO TAKE PLACE!**

## **FAILURE TO APPEAR**

Failure of a team to appear for a scheduled match without notification or with less than 48 hours notification, will result in assessment of a forfeit by the Commissioner.

A team that is delayed on the way to a regularly scheduled match will *not* automatically be assessed a forfeit. Bound by §NW5020, the offending team will be assessed a loss and forfeit if they arrive at the scheduled location with less than seven (7) properly registered players within thirty (30) minutes after the scheduled game start time.

Similarly, a team that fails to produce a valid roster and player passes within thirty (30) minutes after the scheduled game start time will be assessed a loss and forfeit.

Inclement weather should not cause a failure to appear. When inclement weather is forecasted for your match contact the opposing coach to arrange a mutually agreeable deadline for the home team to contact the away team and confirm the game is on.

## **FORFEITS**

### **ONLY A COMMISSIONER CAN DECLARE A FORFEIT.**



When a forfeit is assessed by the Commissioner (whose ruling is final), the offending team will (§NW5030):

- *Surrender* club's \$100 performance bond
- Be *fin*ed not more than \$50
- Be *disqualified* from current season divisional standings
- Be required to *pay* game officials
- Possibly have offending coach *suspended* for subsequent match

## GAME OFFICIALS

It is important to remember the following with respect to game officials:

- Game officials have ultimate jurisdiction over a match.
- Game officials' calls cannot be protested.
- Game officials have the right to a safe and dignified working environment.
- This district has a *zero-tolerance policy* for abuse, insults, threats, assaults, or the like directed towards any game official.
- On all district travel matches, the home team is required to provide a currently certified center and two (2) currently certified assistant referees (linesmen). §NW4400
- Center officials must be two age-groups older than the game they are officiating up to U-15 and one age-group older from U-15 on. (Only the State Referee Administrator can waive the age requirement.)
- This district does not have disciplinary jurisdiction over game officials. They are treated as sub-contractors and fall under the jurisdiction of the State Referee Program and the State Referee Administrator.
- It is not the duty of the game official to enforce club or district policy. It is unfair to ask them to do so.

As stated earlier, it is the duty of the home team to ensure payment of game officials. Although most clubs have developed standards for referee and assistant referee payment, these are the current minimum amounts required: (CJSA App. B)

### Mandatory Minimum Referee Fees for District League Games

<b>DISTRICT LEAGUE</b>	<b>Referee Fees</b>	<b>Qualified Linesperson</b>
U19, 18, 17	\$30	\$20
U16, 15	\$30	\$20
U14, 13	\$20	\$15
U12, 11	\$18	\$12
U10, 9	\$15	\$10

### Mandatory Minimum Referee Fees for Premier League & Cup Games

## TOURNAMENTS & TRAVEL



District accident and medical insurance is valid only when participating in approved USYS sanctioned events. When participating in a tournament, a sanctioned event is required to furnish an approved “USYS Application to Host” document. If there is any doubt about the status or affiliation of a team or a tournament, please contact the district chairman.

### TRAVEL

When traveling for a tournament or game(s), please be sure to follow these policies:

#### In District:

- No notification or paperwork required

#### Out of District but within Connecticut:

- Notify District Chairman in writing or by e-mail

#### Out of Connecticut but within US, USVI, DC, & PR:

- Follow E-Travel Procedures as illustrated by following the links from the district or state website.

#### Foreign Country including Canada & Mexico:

- Requires permission directly from state association. Contact District Chairman for further information.

## **DISCIPLINE**

In accordance with UUSF, USYS, and CJSA, this district maintains a qualified, independent board of internal discipline. This district has disciplinary jurisdiction over all registered members including, but not limited to, parents, players and coaches. §NW12000, §CJSA7000.

This district takes issues of non-compliance, willful misconduct, and ignorance of accepted policy very seriously. Membership in this organization is a privilege, not a right, and as such, the privilege of inclusion must be respected if the organization is to continue and prosper. Currently, the district disciplinary board hears between three and five cases per season. Sanctions range from formal reprimands, to monetary fines, to suspensions of varying terms, to being placed in bad standing, etc. Examples of common offenses and penalties is included herein (see last page).

Although individual clubs are encouraged to handle their own matters of discipline under §CJSA7310, statutorily, only the district chairman and the DRA have the authority to refer matters to the district disciplinary board. If done so, standards illustrated in the current USYS Appeals Manual are followed to ensure due process of the accused. Decisions of the district disciplinary committee may or may not be appealed based upon certain circumstances. Your club president or the district chairman can provide more information on the disciplinary process should this become necessary.