

Lacey Soccer Club, Inc.
Rules and Regulations

The Rules and Regulations of this Club will be those prescribed in the booklet entitled "Laws of the Game" and Universal Guide for Referees:, current issue, published by the Federation Internationale De Football Association, and, for affiliated players, the Rules of New Jersey Youth Soccer Association, with the following amendments, modifications and exceptions:

Section I. Registration

A. Registration of Players

1. Registration open to all youth under 19 who are residents of Lacey Township, will be held prior to the start of each season.
 - a. Fall season shall be defined as August 1st to January 31st.
 - b. Spring season shall be defined as February 1st to July 31st.
 - c. Exceptions for registration of out of town players.
 1. To maintain teams/club with a majority of Lacey Township Resident Players.
 - a. For a higher level of play team.
 - b. For any level of play team.
 2. Before accepting out of town players in the U8 to U12 age groups all existing L.S.C. players must have a place to play within the age group. Rule does not apply to the U13 to U19 age groups, however, they must maintain a majority of Lacey players.
 3. All teams with out of town players must have their roster approved by the Registrar and respective VP.
2. A registration fee shall be charged of all players who wish to participate in the Soccer program.
 - a. The annual fee shall be set in March prior to the beginning of the next seasonal year by the Executive Board.
 - b. Any fee increase in excess of 25% of the current fee shall require the Lacey Recreation Department approval.
 - c. A full season's fee shall be required of all players regardless of when during the season they registered unless special circumstances exist which require approval of the Executive Board.
 - d. New Players registering during the seasonal year will go to the Registrar and will be reviewed with the traveling team coach of their age group for evaluation, and either placed accordingly or put on a waiting list.

B. Competition of Traveling Teams

1. Competition traveling team coaching can be requested by application to the Executive Board in writing. Application shall include as a minimum.
 - a. Coach's and assistant coach's experience profile.
 - b. Training commitment.
 - c. Tournament commitment (Lacey Tournament for U8-U14 plus one other tournament).

The Executive Board will have the right of approval or denial of all coaching applications for competition traveling status on a yearly basis.

2. Competition traveling team requirements;
 - a. Hold tryouts on a yearly basis for newly registered players for U8 – U14.
 - b. Request players from an existing team.
 - c. Request players be transferred to other teams from the competition teams.
 - d. No minimum playing time requirement for 11v11 teams. Minimum time for 8v8 teams and any age support team is 50%.
 - e. Roster size based on coach's / Executive Board discretion.
 - f. The competition traveling team will be required to play in a higher level league approved by the L.S.C. Executive Board.
 - g. All player assignments and changes will be coordinated through the Traveling Teams Vice President who will notify the Registrar.
3. The Executive Board may also designate a team to achieve competition status.
4. Special Clause;
 - a. All transfers of players will be done by written request to the Traveling Teams Vice President who will notify the Registrar. Request will be reviewed for approval by the Executive Board.
 - b. All transfers will be in accordance with NJSYSA requirements.
 - c. The L.S.C. Executive Board will have final approval of competition traveling teams, transfer of players, approval of tryouts, and selection of coaches.
 - d. Approval or denial will be based on the total impact to the Club and teams.

C. Rosters (Team Assignments)

1. Players registering at any time during a seasonal year will be bound to the roster to which they are assigned for the balance of that particular seasonal year, unless;
 - a. The coach and parent mutually agree to a transfer of the player from the team roster and advise the appropriate Vice President (Traveling Teams, 8 aside of Instructional) who will notify the Registrar prior to the transfer.
 - b. In the event that the coach and parent do not mutually agree to a transfer of a player, the party requesting the transfer may appeal to the Grievance committee according to the procedures provided.
 - c. There will be no refund of fees paid for any player quitting a team after the seasonal year has begun.
 - d. The competition travel team is formed in accordance with Section I., B..
2. Existing Teams
 - a. Prior to the open registration set forth in paragraph A.1 above, each coach will be required to submit a listing of all players returning for the following season, up to a maximum of 18 names. A minimum of 8 players must be returning to constitute an "existing team". In the event the roster is less than the maximum of 18, the coach will advise the appropriate Vice President (Traveling Teams, 8 aside, Instructional) who will notify the Registrar at that time of the number of additional players what will be accepted on each roster. Each team must accept at least 15 players. The same procedure shall be applied for both the Fall and Spring seasons.
 - b. Players who have participated in the L.S.C. program in the past will be given priority when rosters are being established, as follows;
 - i. Original team members will automatically be assigned to that team providing they have received a favorable tryout evaluation and coaches evaluation (U14 and below), automatically (U15 and above), unless a specific valid request is made, mutually agreeable to the coach and parent, as set forth in paragraph B.1 above.
 - ii. Children who have previously participated in the L.S.C. program, but not participated in the immediately preceding season, will be assigned to existing rosters as roster size permits, or should there be no room on an existing team they will be assigned to a waiting list for a new team.
 - iii. New participants will be assigned to existing teams after the assignment of original team members and returning or transferred players, as roster size permits, or should there be no room on an existing team, they will be assigned to a waiting list for a new team.

3. New Teams

When open registration warrants (ie. Number of new, transferred or previous participants is sufficient) new rosters will be established by the appropriate Vice President (Traveling Teams, 8 aside, Instructional) in conjunction with the coaches in that age group. Players returning to a team where less than eight team members are returning will be kept together on a "new" team whenever possible. In all cases, parents will be advised at the time of registration that all new teams are contingent upon obtaining a coach.

4. Ages and Divisions

- a. The age splits for divisions shall be those of the New Jersey Youth Soccer Association. Players shall play within their own age group for the purpose of creating and maintaining teams in every age group and therefore developing the maximum soccer potential for the players of the L.S.C.
- b. Individual players may request, in writing, to play out of their age group by one year when:
 1. There are insufficient numbers of players in the proper age group to form a team.
 2. The player has no other team on which to play.
 3. The players skills warrant their ascent to a higher level.
- c. All requests for exceptions will be reviewed for approval by the L.S.C. Executive Board. Approved requests must meet all of the following criteria:
 1. The approval must be a benefit for the team in the player's proper age group. The Head Coach in the player's proper age group must agree with this determination.
 2. The approval must be a benefit for the older team. The Head Coach in the older age groups must agree with this determination.
 3. The approval must be a benefit for L.S.C.. The age approval must not inhibit L.S.C.'s ability to maintain teams and players in the proper age group.
- d. Team Mergers: teams may be merged when there are insufficient players in the age group to form a team. Team mergers must not cause undue hardship on players or create a situation that causes significant number of players not to play.

5. Roster Size

- a. In no instance will a roster for players in Divisions I thru V exceed 18 players. Roster size will be set based upon the request of the coach, subject to paragraph B.2.a.
- b. Instructional team rosters may exceed 18 players at the discretion of the coach.

6. Recreational / Instructional Guidelines

First we as a board would like to take this opportunity to thank you for volunteering to coach in our Recreational Soccer Program. We are spending a lot of time and energy in making sure that the rules, guidelines, and participation requirements not only meet United States Youth Soccer Guidelines, but will ensure the proper environment for all participants to be able to learn the skill development necessary to compete at the traveling age, develop the decision making ability necessary to compete at the traveling age, and most of all, to ENJOY THE GAME, so that they will want to reach the necessary levels to compete at the traveling age.

In order to accomplish this there are several things that **MUST** be observed and adhered to at all times in order to reach the level of training and healthy development of the individual player and team. Please remember that these rules and guidelines exist for a reason and will be strictly enforced. The number one priority of this club will be to protect the child, and develop the child through healthy competition, and leadership, while preparing them for the competitive atmosphere which begins at the traveling ages.

Please remember that attitude reflects leadership. If you are prepared and ready to go for practice and your matches, then your players and parents will be as well. Please remember to be professional, controlled and prepared. Our job at this level is to train these young players in the basics, and groom them to be able to **MAKE DECISIONS** on their own, apart from coaching or parental interference.

It will be the responsibility of each coach to *parent the parents*, *police the parents*, and *educate the parents* on the rules of the match, and **THEIR BEHAVIOR AS ADULTS IN SUPPORTING AND ENCOURAGING THEIR CHILDREN**. This will be better accomplished if you as the coach and trainer not only understand these concepts, but put them into practice.

Coaches and parents deemed to be out of control or habitually violating the match rules and regulations as well as the guidelines set forth by the governing body of this Soccer Club, will be subject to disciplinary action by the Head Coach of the club as well as the grievance committee if one is deemed necessary to convene.

Please remember that your actions not only represent the club as a whole, but you as the individual coach responsible for training young athletes not only in the rules of the match, but to being sportsman as well.

Parents trust their children to you for training purposes and influence. You will have Professional Trainers at your disposal as well as Professional Training Organizations. Please use them, ask questions, and do not be afraid to learn! Please also remember that the number one objective of youth soccer is to build a healthy athlete, not afraid of making mistakes, and one that has fun and is able to compete at the higher levels of the match where competition becomes much more intense, greater and stronger. We as the Recreational Soccer Coaches provide the necessary foundation for this purpose!

We as a board greatly appreciate your time and your attitude in volunteering. We are very much looking forward to working with you to create a positive environment where the youth soccer player can learn, grow, mature and develop into the competitive player within his or her capability.

PREPARATION/REONSIBILITIES

- Shin Guards are required for every player. Refs will make a check before the match to ensure all players are wearing shin guards.
- Coaches should arrive at the Practice sessions 15 minutes prior to the start times for your meeting with the trainer so you can review the session and ask questions.
- Have your team at the field 15 minutes prior to the start time for each match. Matches starting 10 minutes after the scheduled time will have that time subtracted from their match time.
- You are expected to obtain Volunteers from your team to man the snack stand during your scheduled hour. Lack of participation will result in the Snack Stand being closed during matches.
- Matches will only be allowed to be rescheduled for a valid reason or if there will not be enough players to field a team. All changes must be approved by the head of the Rec program

SESSION PLANS

- Each coach is going to be given a session plan for Warm ups, and set pieces, (corner kicks, and goal kicks). Session plans for throw in's will also be made available to any coach that requests them.
- Each coach will also receive a practice script outlining the skill progression and development for each age group. It will have warm up suggestions and times, the skill of the day requirements, and scrimmaging time. Since instructional teams practice for 1 hour it will be a 50 – 55 minute script that can help the coach better coach their team and practice.
- Coaches Clinics will become available to help each coach understand what the game of soccer "looks like" and what each coach can do to help coach their team. These clinics as well as the scripts, session plans, manuals and diagrams, help the soccer "novice" to be more comfortable and confident in his/her ability to help train the players they have volunteered to coach.

MATCH RULES AND REGULATIONS FOR INSTRUCTIONAL

The Rules for each Division are as follows (NO EXCEPTIONS)

- U5 – 5 v 5 – NO GOALIES (30 x 20 yard Box, PUG Goals; 4 – 10 min quarters)
- U6 – 6 v 6 – NO GOALIES (Field 3A; 4 – 10 min. quarters)
- U7 – U10 8 v 8 including Goalie (Field 3B & 3C; 2 – 20 min. halves)
Note: If a team does not have enough players to field the required amount, please play with the same number that team is playing with.
- U5-U6 Rules
 - Coaches are allowed on the field for U5 & U6 matches. Please do not impede the play of the match nor run alongside a player dribbling the ball. Coaches are there for encouragement and should not stand out during the match time.
 - U 5 rules
 - Coaches are allowed on the field at all times. Help with Throw in's and ensure that the players are technically sound.
 - There is no Corner or Goal Kicks at the U5 level.
 - Coaches are allowed complete access to the field but please do not impede the play and stay at least 5 – 10 yards away from the play as it happens.
 - U6 rules
 - Coaches are to stay in their OWN HALF of the field, encouraging players and ball movement in the proper directions. Stay out of the 18 unless helping your team to set up for Corner/Goal Kicks.
- U7 Rules
 - Teams will adhere to the following regarding coaching on the field:
 - Matches 1 - 3 of the Fall Season, and matches 1 and 2 of the Spring Season, coaches are allowed on their OWN HALF of the field to help *with player positioning on goal kicks, corner kicks only!* Stay out of the 18
 - Match 3 through the end of the Spring Season NO COACHES ON THE FIELD!!!
 - THE GOAL OF THE INSTRUCTIONAL LEAGUE IS TO ALLOW ALL CHILDREN TO PARTICIPATE IN THE MATCH, SCORE GOALS AND HAVE FUN WHILE LEARNING SOCCER.
 - The results of the match do not matter. All teams win. Please do not emphasize the score of the match with your team.

MATCH RULES AND REGULATIONS FOR SUPPORT DEVELOPMENT

- U 8-11 teams will adhere to the following guidelines
- All Matches are expected to run according to 8 v 8 aside match rules.

- No coaches on the field

- Team "A" parents and coaches on one sideline, and Team "B" parents and coaches on the other.
- Coaches must be responsible for their parent's actions as well as their own during a match.
- Records and Scores will be kept with a 1st place trophy being given at the conclusion of the fall and spring season.
- The club reserves the right to break up any team that they deem to be dominant to ensure a level playing field (as much as possible).

Section II. League Affiliation

1. The Club may affiliate any team or teams with any league with the approval of the Executive Board. League Affiliation must be complete in advance of the seasonal year in which they are planning to compete.

Section III. Uniforms and Equipment

- A. This uniform policy is applicable to all teams registered under the Lacey Soccer Club.
 1. The Board has approved vendors, to supply all uniforms, apparel and other goods to the club.
 2. The Club will provide a list of approved uniforms and apparel which teams can purchase from the approved vendor by contacting the club equipment manager.
 3. No team is authorized to obtain uniforms or club apparel from any other vendor without prior board approval.
 4. Violation of this policy by a travel team will result in that team's tournament fees being and or referee's fees revoked for the seasonal year.
- B. All L.S.C. players shall wear a Lacey Soccer Club Approved Uniform at ALL Lacey Soccer Club Affiliated League games and tournaments.
 1. All travel players will be provided with a uniform kit at the start of each fall season comprising of one jersey, one pair of shorts and one pair of field socks.
 2. All recreational players will be provided with a uniform kit at the start of each fall season comprising of one jersey, one pair of shorts, and one pair of field socks.
 3. Teams may purchase the approved long sleeve jerseys or alternate jerseys from approved vendor as a team purchase. All purchases are coordinated through the Equipment Manager.

C. Apparel and other items

1. A team may purchase approved apparel as a team purchase as well as any other equipment that may be offered at various times, such as soccer balls, training jerseys etc.
2. Approved vendor will not accept any orders from coaches or parents, all orders are to go through the equipment manager.

- D. All players shall be required to wear soccer shoes or sneakers and shin guards at all regular games; and will not be permitted to play in any footwear that could present a hazard to themselves or other. As per US Youth Soccer Guidelines for proper insurance.

Section IV. Conduct of Club Members

- A. All players and coaches are expected to exhibit good sportsmanship at all times, on and off the field, at all games, regular league or tournament, and at practice sessions. Soccer programs play an important role in promoting the physical, social and emotional development of children. It is therefore essential for parents, coaches and officials to encourage youth athletes to embrace the values of good sportsmanship. Moreover, adults involved in soccer events should be models of good sportsmanship and should lead by example by demonstrating fairness, respect and self control. It is therefore expected that you be responsible for your words and actions while attending, coaching, officiating or participating in a soccer event and shall conform your behavior to the following code of conduct:

1. To not engage in unsportsmanlike conduct with any coach, parent, player, participant, official or any other attendee.
2. To not encourage your child, or any other person, to engage in unsportsmanlike conduct with any coach, parent, player, participant, official or any other attendee.
3. To not engage in any behavior which would endanger the health, safety or well being of any coach, parent, player, participant, official or any other attendee.
4. To not encourage your child, or any other person, to engage in any behavior which would endanger the health, safety or well being of any coach, parent, player, participant, official or any other attendee.
5. To not use drugs or alcohol while at a soccer event and will not attend, coach, officiate or participate in a youth sports event while under the influence of drugs or alcohol.
6. To not permit your child, or encourage any other person, to use drugs or alcohol at a soccer event and will not permit your child, or encourage any other person, to attend, coach, officiate or participate in a soccer event while under the influence of drugs or alcohol.
7. To not engage in the use of profanity.
8. To not encourage your child, or any other person, to engage in the use of profanity.
9. To treat any coach, parent, player, participant, official or any other attendee with respect regardless of race, creed, color, national origin, sex, sexual orientation or ability.

10. To encourage your child to treat any coach, parent, player, participant, official or any other attendee with respect regardless of race, creed, color, national origin, sex, sexual orientation or ability.
 11. To not engage in verbal or physical threats or abuse aimed at any coach, parent, player, participant, official or any other attendee.
 12. To not encourage your child, or any other person, to engage in verbal or physical threats or abuse aimed at any coach, parent, player, participant, official or any other attendee.
 13. To not initiate a fight or scuffle with any coach, parent, player, participant, official or any other attendee.
 14. To not encourage your child, or any other person, to initiate a fight or scuffle with any coach, parent, player, participant, official or any other attendee.
- B. Failure to conform your conduct to the foregoing while attending, coaching, officiating or participating in a soccer event will be subject to disciplinary action, including but not limited to the following in any order or combination:
1. Verbal warning issued by an L.S.C. Executive Board Member.
 2. Written warning issued by the L.S.C. Executive Board.
 3. Suspension or immediate ejection from a youth sports event issued by the L.S.C. Executive Board.
 4. Suspension from multiple youth sports events issued by the L.S.C. Executive Board and reporting to the Lacey Township Recreation Department.
 5. Season suspension or multiple season suspension issued by the L.S.C. Executive Board and reporting to the Lacey Township Recreation Department.
- C. Players and coaches will shake hands with the opposing team after every game.
- D. All coaches, parents, players and spectators are responsible for containing litter on and off the fields. At the conclusion of each game, the home team should inspect the field to insure that all litter has been placed in the receptacle and or removed from the field and surrounding area.
- E. Red Card Policy - The Lacey Soccer Club recognizes that during the course of a game certain actions or conduct may result in a Red Card being issued to a Coach or Player. It is the Coaches responsibility to notify the entire Executive Board and League Representative of the Red Card immediately after the conclusion of the match. In the event the proper notification is not made to the Executive Board and League Representative, the Coach will face an automatic one game suspension. The Executive Board will review each Red Card and will subject the individual issued the Red Card disciplinary action as allowed under the Lacey Soccer Club Code of Conduct. The following is the process that will be used to review each Red Card.

Coaches and Assistant Coaches:

1. Coach will need to appear before the Executive Board to explain his/her actions that led to the Red Card. If this is an Assistant Coach the Head Coach must appear as well.
2. Coach's pass will not be returned until the Assistant Coach and/or Head Coach appears before the Executive Board.
3. Executive Board will review the Referees report.
4. Executive Board will review the League Suspension notice.
5. Executive Board will issue disciplinary action as outlined in the Lacey Soccer Club Code of Conduct in addition to that issued by the League.

6. Any fines assessed the Lacey Soccer Club by the League in which the Red Card was issued will be deducted from the respective teams account.

Players:

1. Player will need to appear before the Executive Board to explain his/her actions that led to the Red Card. All Coaches that were present on the sideline will need to appear with the player as well as the players parents.
2. Player's pass will not be returned until the Player, Coaches, and Parents appear before the Executive Board.
3. Executive Board will review the Referees report.
4. Executive Board will review the League Suspension notice.
5. Executive Board will issue disciplinary action as outlined in the Lacey Soccer Club Code of Conduct in addition to that issued by the League.

Section V. Referees

- A. The referee assigned will be determined by the League in which a team is competing.
 1. In those instances where Club referees are required, the Head Referee will attempt to comply with the League requirements and guidelines in assigning referees and will familiarize the Club referees with the League Rules.
 - a. The Head Referee will have complete authority over all Club referees and take all assignments which call for Club referees.
 - b. In all instances where Club referees are used, the Head Referee will work with all new referees to develop skills, periodically evaluate referees, investigate completely any complaints concerning referees, and provide the referees with a list of Guidelines which should be followed.
 2. State Youth Referee assignments, where required, will be made by the League appointed assignor.
 3. All complaints concerning referees, either Club or State Youth, should be directed to the Head Referee. In the event the complaint involves a possible protest, the coach should contact the Head Referee as soon as possible after the game so that the appropriate action might be taken. No protest may be filed without first consulting the Head Referee.
 4. A coach has the right to request identification from any Club or State Youth referee. Club referees must provide their names, when requested.
- B. The Head Referee will organize and run referee meetings (no less than two per year); and will keep the general membership advised of all area referee courses of Club clinics which are offered.
- C. The Head Referee will report all complaints concerning referees or complaints from referees concerning spectators, coaches or players to the Executive Board for further action.

- D. In instances where State Youth referees are assigned, fees will be paid in advance at the monthly General Membership meeting to the coach, assistant coach or team representative. Checks will only be distributed at the monthly General Membership meetings.
- E. Abuse of referees will not be tolerated. Misconduct by coaches, players, parents and or spectators will be referred to the L.S.C. Discipline Committee for disciplinary action. The Discipline Committee may impose suspensions and or fines on the parents, players or coaches of a team.

Section VI. Coaches

- A. All Head Coaches, new coaches and assistant coaches must be approved by the Coaching Committee consisting of the Head Coach of Club, 11v11 VP and 8v8 VP..
 - 1. All coaches and assistant coaches will sign coach membership and code of conduct form.
- B. Any appeal of the Executive Board decision concerning appointment or reappointment of a coach or assistant coach shall be made through the Grievance Committee.
- C. The Head Coach, and or the Director of Coaching shall organize and run coaches meetings, or clinics as required.
- D. Any traveling age coach shall be required to carry a minimum F – License prior to the season start.
- E. Director of Training – the duties of the Director are;
 - 1. To act as a Liason between the Club and authorized training members to evaluate the needs of the club and the programs available.
- F. Head Coach of Age Group – the duties of the Head Coach Age Group are;
 - 1. Be Head Coach for all teams assigned to age group in that Division.
 - 2. Be a member in good standing in L.S.C.
 - 3. Follow all rules and regulations of L.S.C. to the best of their ability.
 - 4. Assist Traveling Teams Vice President and Division coaches with placement of all players in age group.
 - 5. Attend practice sessions and games of all teams in age group as available to observe. Make recommendations and give opinions and or assistance to coaches and teams in age group.
 - 6. Make recommendations to the Executive Board concerning the reappointment and appointment of coaches and assistant coaches in that age group division.

7. Coordinate all activities affecting age groups with L.S.C. Executive Board.
- G. Coaches of Support and 8v8 teams will be required to play all players a minimum of twenty minutes per game, with the exception of a discipline problem, in which case the parent and or player must be advised at the start of the game or at the time the problem arises during the game, the reason for the child's non-participation or removal from the game. L.S.C. strongly recommends that all players in the 8v8 level play at least half the game.
- H. Team / Individual Instruction – All teams are eligible to use the LSC approved trainer. The L.S.C. recommends that all teams in the 8v8 age group utilize a trainer to help develop their teams. Any team or individual wishing to engage an instructor, for a L.S.C. approved activity, must be U15 or older and have the approval of the Executive Board, no exceptions.

Section VII. Tournament Participation

- A. The age group VP and Treasurer will approve all teams to be entered in any tournament. Any teams who independently enter a tournament without Board approval will be subject to disciplinary action, with an automatic one year suspension of the coach and assistant coach.
- B. All teams are encouraged to enter into Tournaments during the seasonal year. Teams at U8 to U14 are required to participate in the Lacey Tournament.
 1. All teams are responsible to the tournaments fees for said tournaments.
 2. All teams may be assisted with fees for tournaments by L.S.C. as set up in the Guidelines of the Budget Committee yearly report approved by the L.S.C. Executive Board.
- C. State Cup Competition – State Cup entry fees will be paid for Executive Board approved teams. Evaluation requirements include: Flight, Record and Competition Level. The club will not pay any fees for non approved teams. If the team advances beyond the first game, the Club will pay the remaining referee fees.

Section VIII. Fund Raising

- A. All teams will be expected to participate in the fund raising of L.S.C.. Any team not participating in fund raising will not receive approval to enter any tournament; and the coach of said team will be subject to disciplinary action by the Executive Board.
- B. Team Fund Raising – any team fund raising must be approved by the Treasurer prior to its commencement.
 1. A complete accounting of each fund raiser must be provided to the Club through the Treasurer; and the money to be raised will be as close to the amount needed as possible.

Section IX. Poaching

Any team which attempts to induce or, through its members or representatives, induces a registered player of any other team under the jurisdiction of the Club to sign a player registration form with it and to leave his present team before the end of the current seasonal year, shall be deemed to have committed an offense and shall be subject to one year suspension for the first offense and permanent suspension for a subsequent offense for the player, offending coach or representative of the team. In the event a parent makes such an approach, the Executive Board may, at its discretion, impose the penalty upon the player or coach.

Section X. Grievance Policy

We at Lacey Soccer Club have maintained a consistent policy when dealing with the day to day running of any Lacey Soccer Club team. The Lacey Soccer Club Executive Board entrusts a team to a coaching staff and then allows them to run the team. We oversee all our teams to ensure that they follow the guidelines and policies of the club but our day to day involvement is minimal. We only deviate from this policy when the team either violates club policies and bylaws or some sort of situation is brought to our attention through phone calls or emails. We may receive several emails dealing with what parents feel are problems or issues with the team. Some of them may be very general. Terms such as "we are not getting better" or "we are not playing well" need to become more specific in order to deal with them. Please be specific in your complaint so that we can effectively consider the complaint and choose the proper course of action to follow.

Before any complaints are accepted we ask that you please go to the coach of the team or the parent with which you have the complaint and try to work it out with them. If this fails or is not considered plausible please put that into the body of the complaint.

The following are the guidelines used to issue a complaint with the Lacey Soccer Club Head Coach/Grievance committee.

Policy Guidelines

The job of the Head Coach and the Grievance Committee will be to gain an understanding of what the primary concern of the alleged complaint is so that we can properly address each area of concern.

- The Head Coach of the Club will name someone with the approval of the President to help him screen all complaints coming in by email or phone.
- A phone and email contact will be provided on the club web page to screen the complaints or grievances.
- All complaints will be logged as either Unfounded, General or Serious complaint.
- All Complainants must allow at least 5 business days, pending the severity of the complaint, to respond. Serious complaints will be responded to as a priority over all others
- The appointed Contact person will screen the complaints and send them to the proper department. (8 v 8 Vice President., or the 11 v 11 Vice President)

- Complaints about team systems, playing time, practicing times, training, and other “team and coaching philosophy issues” will be forwarded immediately to the 8 v 8 and 11 v 11 vice presidents to resolve with the appropriate Head Coach of the Age Group.
- Complaints as to harassment (verbal or email), bullying, degrading of players, police involvement, and coaches behavioral misconduct will be forwarded to the Head Coach of the Club.
- The Head Coach of the Club will investigate the matter, and with the approval of the league President , convene a grievance committee (for members of this committee see bylaws)
- Upon completion of the incident, the results will be forwarded to the head of the Trustees.
- The responsible party handling the complaint will inform the coach or parents involved. If the 8 v 8 Vice President, the 11 v 11 Vice President or Head Coach deem it necessary to meet with the team, its parents, and/or its coaches, they can request this of the Head coach and President of the Club.
- If this is deemed necessary hopefully, all concerns (both coaches and parents concerns) can be discussed, worked through and rectified at this meeting.
- Follow-up Meetings will be scheduled if needed and/or desired.

During the phone calls and subsequent meetings, we ask that everyone keep in mind that we are all volunteers, and as such we have responsibility to govern this organization according to U.S.Y.S., and N.J.Y.S. policy and guidelines.

Please be thorough and cover all areas of your complaint so that nothing can be overlooked. When writing your complaint please remember that the coaching staff of the teams being fielded by this club are VOLUNTEERS! We as a club will do everything we can to train, educate, and prepare our coaches to properly train and handle the age groups they are dealing with. Please also remember that we are all human. While certain behaviors will not, and cannot be tolerated by this club, we must always remember the human element of the coaches, parents and children involved. Each coach in our club devotes countless hours working on practice plans, game strategies, coaching techniques and training sessions. Please show them the respect they all deserve when discussing what you perceive as problems on a team

Lastly, everyone will be assured that the details of all discussion will remain anonymous and confidential. No one will know the exact nature of your comments other than the approved personnel and the parties involved. We also ask that all complaints be forwarded with confidentiality in mind. Please include your name and phone number with the complaint and do not to discuss this problem with anyone but those handling the problem.

It is the goal, and aim of the board that all issues can be resolved amicably and without further incident. That is the main objective of the Head Coach, the Executive Board, and the Grievance committee when resolving any conflict that requires our involvement.

Approved Standing Motions

1. Lacey Soccer Club will reimburse the cost for any coach attending a State Coach F-License course. (One per year) and will consider full or partial reimbursement for any other approved course.
2. Scrimmages at Hebrew Park and other Lacey Soccer Club Approved Fields will be allowed, only, when:
 - a. Against and out of town opponent.
 - b. Scheduled through the Field Coordinator.
 - c. No scrimmage shall take priority over a league game.
3. The Lacey Soccer Club will present scholarships annually in conjunction with the Lacey High School program and may also award additional scholarships to qualified applicants that are current members of Lacey Soccer Club in good standing, and may not have attended Lacey High School. The amount and the determination of proceeds will be determined by the Budget Committee yearly report approved by the L.S.C. Executive Board.
4. All Head Coaches must have their Team represented at all regularly scheduled General Membership Meetings. The Team may be represented by an Assistant Coach or Team/Parent Representative in the Head Coaches absence. Any Team not represented will be fined the equivalent of one games Referee Fees for each General Membership Meeting missed. The Treasurer will credit the Teams account upon notification from the Recording Secretary of a missed meeting. Any waiver of the fines will be taken on an individual basis by the Executive Board. This is effective with all meetings beginning in August 2008.
5. Attached L.S.C. Basic Expectation Age Group Head Coach.
6. Budget Committee Yearly Report approved by Executive Board.
7. Lacey Soccer Club will award a scholarship to individuals that have been selected to play for the New Jersey State Olympic Development Program. The amount and the determination of proceeds will be determined by the Budget Committee yearly report approved by the L.S.C. Executive Board. Players must be registered and in good standing with Lacey Soccer Club, and must be actively participating on a Lacey team, unless injured or with a prolonged illness. If a player is no longer active with Lacey Soccer Club, the scholarship will be withdrawn. Exceptions will be given to college bound players. Players are required to have completed a total of six active seasons in order to become eligible for this scholarship.