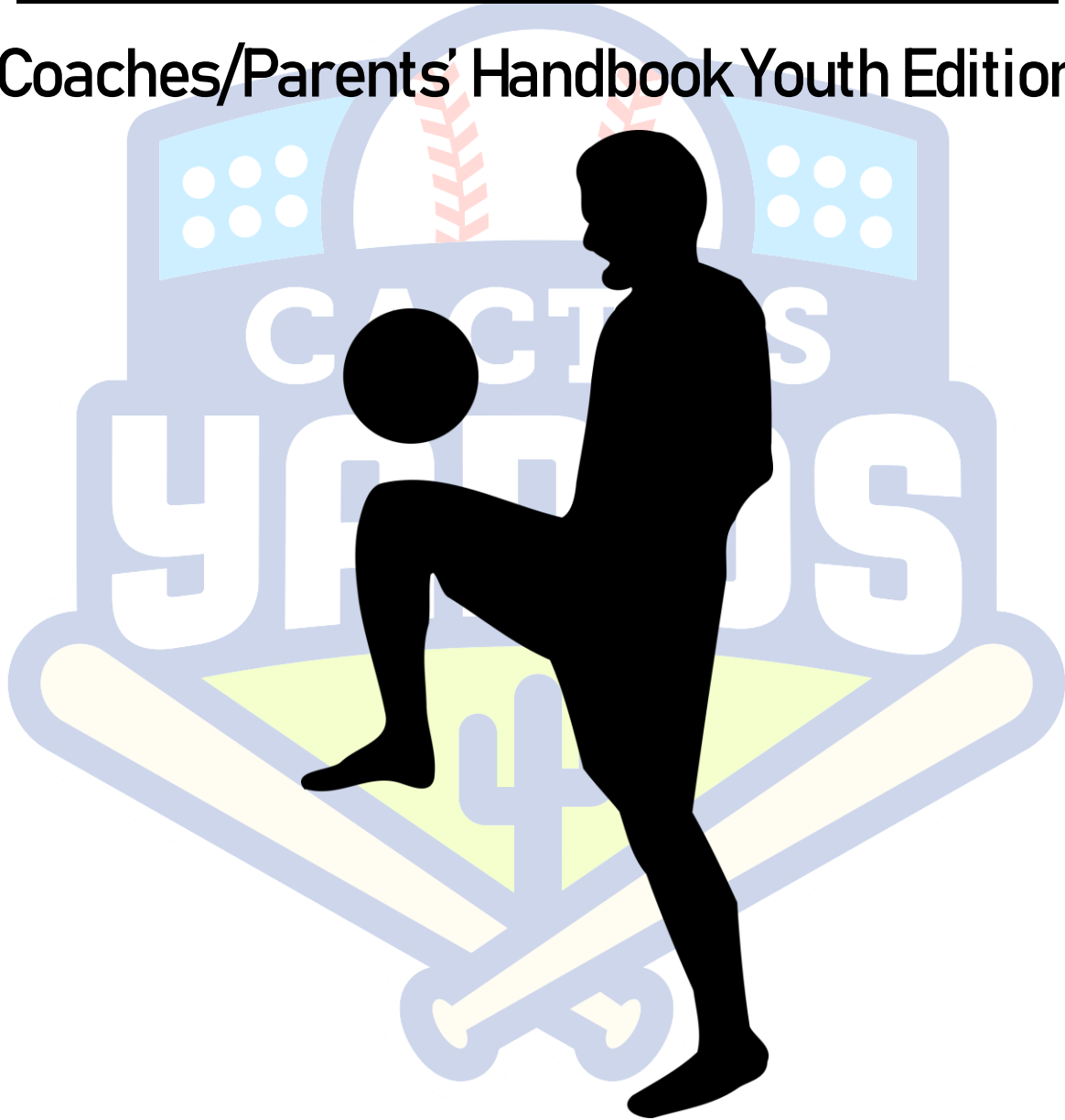


Gilbert Parks and Recreation Department



Indoor Soccer

Coaches/Parents' Handbook Youth Edition



UPDATED: OCT. 2021

Gilbert Parks & Recreation Department · 4536 E Elliot Rd., Gilbert, AZ 85234 · 480.503.6640

Table of Contents

Program Structure

Overview	3
Registration	3
Roster Information	3
Classifications	3
Practices	4
Game Schedules	4
Player Equipment	4
Scoring	4
Spectator Guidelines	4
Coach Requirements	5

Cactus Yards Policies

Facility Policies	5
Alcohol Policy	5
Refund Policy	5
Attendance Policy	5
Play Time Policy	6
Sportsmanship Policy	6
Coach Contact Policy	6
Concussion and Injury Reports Policy	6
Inclement Weather Policy	6

Cactus Yards Youth Indoor Soccer Rules

Rule 1: Field	6
Rule 2: Ball	7
Rule 3: Players	7
Rule 4: Equipment	7
Rule 5: Referee	7
Rule 6: Duration	7
Rule 7: Start/Restart of Play	7
Rule 8: In and Out of Play	8
Rule 9: Scoring	8
Rule 10: Fouls and Misconduct	8
Rule 11: Penalty Kick	8

Coach/Participant/Spectator Conduct

Discipline Policies	8
Coaches’ Code of Ethics	9
Cactus Yards Code of Conduct	10

These rules are in addition to the United States Indoor Soccer Association (USISA) official rule book. The Gilbert Parks & Recreation Department reserves the right to implement, alter, add or delete rules and/or policies as deemed necessary.

Program Structure

Overview:

The Gilbert Youth Indoor Soccer League is a recreational program not associated with club soccer. This league focuses on basic soccer skills development, team building, and most of all having fun! There are no tryouts for the league; participants are placed in divisions based on their age at the start of the season. Coaches encourage players to play each position throughout the season. We do not keep score during games, and do not track standings or rankings during the season. Since this is a recreational league, we do not allow club or competitive teams to play in this league. Club or competitive players are welcomed to join the league as an individual player.

Registration:

For latest registration dates visit www.CactusYards.com. Registration occurs online at www.GilbertRecreation.com or in person at the Parks & Recreation Main Office and Cactus Yards. Registration for the 5-8 age division is capped at six (6) teams, 9-13 age divisions are typically capped at four (4) teams. Parents can view league availability at www.GilbertRecreation.com. The league director may restrict participation of any team or player into a league at the director's discretion.

All teams are co-ed. Participants choose their team/practice time at time of registration. All registrations are on a first come, first served basis. Once a team has hit capacity, players will not be able to register for that team. Team sizes may vary based on registration numbers and is at the discretion of the league director. All players must be the minimum age by the first day of the season.

Roster Information:

Only players on an active roster can enter the field of play during practices or games. Coaches will be provided with active rosters on the first day of the program. Rosters will include information regarding special accommodations for each participant, provided at time of registration. Information provided is confidential and only used to enhance the experience for the individual participant. This participant information should be used for league related reasons only.

Classifications:

All games are played with a continuous clock. Programs will be offered in the following categories:

Age	Field Size	Ball Size	Game Duration	Players
5-6 Years	Full	3	8 minute quarters	8 vs 8
7-8 Years	Full	3	10 minute quarters	7 vs 7
9-10 Years	Full	4	10 minute quarters	7 vs 7
11-13 Years	Full	4	11 minute quarters	6 vs 6

Practices:

Practices are held once a week at Cactus Yards. Practice time is determined by the team selected at registration. Coaches are responsible for organizing and running practices that teach participants basic soccer skill development, team building and most importantly having fun!

Game Schedules:

Indoor Soccer leagues are normally based on four-six teams per league depending on age division. Final league structure will be determined by registrations received. Schedules will typically be released one week before the first game. Games times will be based on the following format:

Age	Day	Game Time
5-6 Years	Saturdays	8:00am, 9:40am or 11:20am
7-8 Years	Saturdays	8:50am, 10:30am or 12:10pm
9-10 Years	Saturdays	1:00pm or 2:40pm
11-13 Years	Saturdays	1:50pm or 3:30pm

Player Equipment:

Players must wear a team uniform, consisting of shin guards, same color t-shirt, and closed-toe athletic footwear. CLEATS ARE NOT ALLOWED. Uniform shirts will be distributed during the first week of the season. Jewelry and other accessories are discouraged. Cactus Yards will provide the game balls.

Scoring:

Cactus Yards does not keep score during games and does not track standings or rankings during the season. Coaches are required to provide fun and safe games for all players. In the instance one team is controlling the game, coaches should make all efforts to reduce a lopsided outcome.

Spectator Guidelines:

Because most participants are new to the sport, Cactus Yards referees are instructed to work with participants to officiate the game but also educate them about why a call is made. Referees will not always be able to make a call on every violation and interpretation of a foul may vary from Official to Official. We ask that parents do not focus on every violation that may take place during a game. If a call is made that goes against your team, please be mindful of your reaction. Decisions of the Official regarding play and interpretation of the rules are final. Questions regarding a call and rules can only be asked by the team coach and will be answered by the Official(s) onsite.

If you disagree with any choices or calls made by a coach or referee, it is encouraged to set a time to meet with your coach that does not interfere with a scheduled practice or game (i.e.: prior to or at the end of the next practice or game). To assist with clear communication, Cactus Yards promotes a 24-hour cooling off period. This time allows emotions to settle before speaking with a coach. After meeting with the coach, if more assistance is needed regarding the issue, please contact the league director.

At the completion of each season a survey will be conducted online. Cactus Yards welcomes your input and encourages everyone to participate in the survey. Feedback regarding specific coaches will be shared with the coach.

Coach Requirements:

Participant safety is the top priority at Cactus Yards. Prior to coaching, all coaches must meet the following requirements:

- Must be at least 18 years old.
- Submit a Coaching Application.
- Complete background check and New Hire packet before start of the season.
- Complete mandatory NAYS Coaches' Training before start of the season.
- Sign and submit the Coaches' Code of Ethics.
- Adhere to the Coaches/Parents' Handbook and all Cactus Yards Policies.

Cactus Yards Policies

Facility Policies:

No cameras are allowed on the field without permission from the league director. No food or drink on the field, closed lid water and sports drinks are acceptable in the players' bench. Spectators are not allowed on the field. The field is reserved for players, officials, coaches, Cactus Yards staff and other authorized personnel.

All children must be directly supervised by their parents/guardians at all times. Please do not: climb on tables, fences, trees, storage room, protective barrier; play with the faucets or drinking fountains; and tug on protective netting and goal nets.

Cactus Yards does not recommend leaving your personal belongings unattended. Cactus Yards is not responsible for lost or stolen items. All equipment provided by Cactus Yards/Gilbert Parks and Recreation is to remain at the facility.

Alcohol Policy:

Outside alcohol is prohibited; all alcohol must be purchased on site. The consumption of beer, wine, or spirituous liquor is not allowed in the field of play or bench area. Any individual caught with outside alcohol will be removed from the facility.

Refund Policy:

No refunds will be given after registration deadline, unless a league is cancelled.

Attendance Policy:

Cactus Yards encourages participants to attend as many practices and games as they are able to in order to get the most from the program. Team sports rely on majority participation; if you are not able to attend a game please notify your coach or the league director.

Parents/Guardians are encouraged to attend all practices and games. Participants should arrive no earlier than fifteen minutes prior to the start of a practice or game and are expected to be picked up on time. If a participant remains at Cactus Yards 10 minutes after the conclusion of practice or a game, the participant's parent/guardian will be called using the number on file. Please review your account at www.GilbertRecreation.com to ensure contact information is up to date.

Play Time Policy:

Cactus Yards has an equal play philosophy for all participants. Coaches must provide an equal opportunity for all players in relation to both play time and positions. Equal play allows participants to build confidence in themselves and each position, grow as an athlete, and have fun!

Cactus Yards asks coaches to be mindful of how much time each participant spends on the field or in a given position. Any concerns regarding playing time should be brought to the coach at a time that does not interfere with practices or games. If further assistance is needed, please contact the league director.

Sportsmanship Policy:

Cactus Yards asks all coaches, referees, parents/guardians, and participants to display great sportsmanship before, after, and during games. The focus of our league is on skill development, team building, and having fun. As a parent/guardian, spectator, coach, referee, or staff member, it is our job to teach great sportsmanship to the youth. Please review the Cactus Yards Code of Conduct to help us achieve our goal to create a positive, safe, and fun playing environment.

Coach Contact Policy:

For the safety of participants, coaches, officials, and staff, Cactus Yards has a limited touch policy in place. Contact between coaches, staff, officials, and participants should be limited to demonstrations of sport movements and high fives, handshakes, or other gestures of encouragement. Coaches, staff, and officials should receive permission before initiating contact. Coaches, staff, and officials should not initiate any unnecessary contact such as hugs, holding, or lifting participants. Participants should be reminded what contact is appropriate and to keep their hands to themselves.

Concussion and Injury Report Policy:

Cactus Yards follows the Centers for Disease Control and Prevention's HEADS UP concussion guidelines. All coaches and parents receive a handout on information regarding concussions.

Staff and/or coaches are responsible for completing an Injury Report and submitting to the league director. Parents/guardians will be notified of any injuries to their child during a practice or game.

Cactus Yards has an AED and First Aid kit on site in case of emergency. In a serious emergency please immediately call 911 and notify a staff member.

Inclement Weather Policy:

The league is played in an indoor facility and will be played rain or shine. If an unforeseen circumstance prevents the play of practices or games, the league director will notify all staff, coaches, and participants at the earliest time available.

Cactus Yards Youth Indoor Soccer Rules

Rule 1: Field

Cactus Yards is home to a single indoor soccer field. The soccer arena is surrounded by a playable perimeter wall. If the ball hits the netting above the perimeter wall or enters players benches it will be considered out of play.

Rule 2: Ball

Cactus Yards will provide all game and practice balls. Ages 5-8 will use a ball size three. Ages 9-13 will use a ball size four.

Rule 3: Players

The following breakdown will be used for games:

- Ages 5-6: 8v8 including goalie
- Ages 7-10: 7v7 including goalie
- Ages 11-13: 6v6 including goalie

All players must be the minimum age by the first day of the season. **Only players on an active roster can enter the field of play during a game.** Substitutions can be made without stoppage of play; the coach should facilitate all substitutions. No fewer than five (5) players including the goalkeeper should be on the field at a given time. If a team is short players, they may play at the minimum, borrow a player from the opposing team or have the opponent play with a reduced number to make teams equal. Coaches are responsible for coordinating the sharing or reduction of players. All attempts should be made to make teams equal.

Rule 4: Equipment

Players must wear a team uniform, consisting of shin guards, same color t-shirt, and closed-toe athletic footwear. **CLEATS ARE NOT ALLOWED.** Shin guards must be covered at all times. Uniform shirts will be distributed during the first week of the season. If a participant loses their uniform shirt, they are asked to wear a matching color to their team. The Goalkeeper wears a penny over their jersey to be distinguished from all other players and from the Referees.

Jewelry and other accessories are prohibited. All players wearing a knee brace must have an ace bandage or protective sleeve over the brace, **NO EXCEPTIONS.**

Rule 5: Referee

Decisions of the Official regarding play and interpretation of the rules are final. Questions regarding a call and rules can only be asked by the team coach and will be answered by the Official(s) onsite. Official abuse will not be tolerated and handled accordingly.

Rule 6: Duration

All age divisions will play four quarters. There will be a one-minute break between the 1st-2nd and 3rd-4th, each game will have a two-minute half time. All games are played with a continuous clock. The following breakdown will be used for games:

- Ages 5-6: 8 minutes
- Ages 7-10: 10 minutes
- Ages 11-13: 11 minutes

Rule 7: Start/Restart of Play

All games will start within five minutes of the scheduled time. Should a player arrive late to a game, the official or coach will signal any late player to enter the field.

At the start of each quarter (or after a goal is scored) a kick-off will take place at the center mark on the halfway line. Only the team possessing the ball can be inside the center circle. Players not taking the kick-off must be on their defending side of the field. The team that was scored against receives the kick-off after a goal.

Rule 8: In and Out of Play

The ball is in play unless it hits the ceiling, the netting above the perimeter wall or enters the player bench area. If the ball hits the ceiling, it will be placed at the center mark closest to where the ball was kicked. If the ball hits the netting above the perimeter wall or enters players' benches it will be placed on the touchline where it left the field of play.

Three (3) Line Violation: The ball may not cross all three lines in the air toward the opponent's goal without touching the perimeter wall, another player or Official on the field of play. If the violation occurs, the ball will be placed at the center mark of the first line it crossed.

Rule 9: Scoring

A goal is defined as the ball completely crossing the goal line. Cactus Yards does not keep score during games and does not track standings or rankings during the season.

Rule 10: Fouls and Misconduct

A foul may be called for any action that gives a player an unfair advantage against the opponent. Any hostility towards an opponent will result in a foul. Hostile behavior includes, but is not limited to:

- Kicking
- Striking
- Jumping at
- Elbowing
- Charging
- Pushing
- Tripping
- Spitting
- Holding

Fouls may additionally be called for:

- Unsafe Play
- Obstruction
- Illegal Handling
- Sliding/Slide Tackles
- Pass Back
- Inappropriate Language
- Dissent
- Illegal Use of the Head

Pass Back: A goalie is not able to handle the ball when receiving a pass from a teammate.

Illegal Handling: Intentional use of hands by any player other than the goalie; a goalie using hands outside of arch.

Illegal Heading (Ages 5-10): Any deliberate use of the head to make contact with the ball.

Shoulder-to-shoulder contact or bumping is not a foul unless a player's hand or elbows are raised. Fouls maybe interpreted different from Official to Official. Decisions of the Official regarding play and interpretation of the rules are final. A player who commits a foul may be asked to leave the field of play.

Rule 11: Penalty Kick

Penalty Kicks will take place for a denial of obvious goal and for intentional use of hands in the goal scoring area by a player other than the goalie. All penalty kicks will be taken from the dot. All players must stand outside of the arch during the shot.

Coach/Participant/Spectator Conduct

Discipline Policies:

Coaches, Officials, participants, parents/guardians, and spectators are expected to follow all Cactus Yards policies and Code of Conduct located in this Coaches/Parent's Handbook.

Gilbert Parks and Recreation Department – Coaches/Parents’ Handbook – Youth Indoor Soccer

Individuals and/or teams violating the Code of Conduct will be subject to league disciplinary action which may include one or more of the following actions: game ejection, game forfeiture, game suspensions, probation, and/or seasonal suspension.

Coaches’ Code of Ethics:

The Coaches’ Code of Ethics includes, but is not limited to the following:

As a coach I will put the focus on increasing skill development, team building, and having fun. To accomplish these goals, I will follow the below Code of Ethics as a youth sports coach for Gilbert Parks and Recreation.

I understand every participant is unique and at a different stage of development. Therefore, I will:

- Be cognitive of the varying level of maturity amongst participants.
- Cater all drills and lessons to an age/skill appropriate level.
- Involve all participants without bias of skill level or development.
- Have patience when working with all participants.

I understand the mental and physical health of the participants will come before a desire to win. Therefore, I will:

- Engage all participants in all activities regardless of participant’s race, religion, gender, sexual orientation, national origin, disability, age or other legally protected classification.
- Emphasize the importance of playing the sport for fun rather than winning or losing.
- Coach in accordance with Gilbert Parks and Recreation Play Time Policy to ensure that all participants receive equal play in relation to both time and positions.
- Communicate/engage with players, officials, parents/guardian and spectators in a respectful manner.

I understand practices should be conducted to improve participants’ skill level while having fun. Therefore, I will:

- Educate participants on and display proper technique and form.
- Project a positive attitude and teach all participants to treat each other with respect.
- Incorporate and encourage good sportsmanship at all times.
- Promote fair playing among participants to ensure equal competition.

I understand that it is my responsibility to be informed of the rules of the sport I am coaching and teach the rules to my team. Therefore, I will:

- Read, understand, and enforce all rules covered in the League Handbook and general facility rules.
- Educate all participants on the rules of the sport and enforce the rules during practices and games.
- Ensure that participants do not perform illegal or hazardous play and implement disciplinary responses to violation of the rules.

I understand participant safety will be a top priority during all practices and games. Therefore, I will:

- Maintain a safe environment during games and practices free of assault, physical or emotional abuse.
- Require the appropriate player protective equipment to participate.
- Educate participants on proper technique and form during play to reduce opportunity for injury.
- Remain alert for potential conditions that would be unsafe for participants and report any safety concerns to the league director.
- Maintain all participants’ private information confidentially, only using it for reasons directly related to the league and never reveal private information to another participant/parent. Request for participant information should be forward to league director.

Gilbert Parks and Recreation Department – Coaches/Parents’ Handbook – Youth Indoor Soccer

- Receive permission before initiating contact with players and limit contact of players to demonstrating sport movements, high fives, handshakes, or gestures of encouragement.

I understand injuries are a possibility in any sport and require immediate attention. Therefore, I will:

- Display concern for injured participants and notify parent/guardians the same day.
- Observe the concussion guidelines provided by the league.
- Not allow participants to return to a game with a compromising injury for their protection.
- Work with Recreation staff to complete an injury report and submit it to the league director.
- Call 911 in the case of an emergency and notify Recreation staff.

I understand practices and games should be free of alcohol, drugs, and tobacco for myself and participants.

Therefore, I will:

- Not participate in the use of or have on my persons any alcohol, drugs, and/or tobacco products during any practices or games.
- Not promote or provide any alcohol, drugs, and/or tobacco products to participants.

I understand this is a recreational league for children and I am coaching youth, not adults. Therefore, I will:

- Create an educational, enjoyable, and constructive environment.
- Embody the role of a youth sports coach and maintain the participants best interest first.
- Maintain a positive attitude and good sportsmanship regardless of a game’s outcome and at all practices.
- Use my role as a Coach to remind/encourage parents to display good sportsmanship.

Cactus Yards Code of Conduct:

The Code of Conduct includes, but is not limited to the following:

- 1.) No manager, player, or spectator shall physically/verbally threaten, lay a hand upon, shove, or strike an Official, field supervisor, staff member, player and/or spectator.
- 2.) No manager, player, and/or spectator shall be guilty of objectionable and/or disruptive verbal demonstrations of dissent at an Official’s or field supervisor’s decision or refuse to abide by Official’s or field supervisor’s decision. No manager, player, and/or spectator shall be guilty of verbal abuse to include references to an individual or group’s race, religion, gender, national origin, disability, or age.
- 3.) Participants shall not use flagrant rough tactics against an opposing player.
- 4.) There shall be no unnecessary throwing of equipment or any other objects.
- 5.) There will be no cause for defacement or destruction to any public facility or equipment.
- 6.) Participants (facility supervisors, coaches, players, etc.) may not falsify their own name or any other player’s name on a team roster, scoresheet, or any other league document. The use of ineligible or illegal players is not permitted.
- 7.) Only Youth Indoor Soccer Program participants, coaches, referees, and Gilbert Parks and Recreation staff are permitted on the turf and in the team benches. Parents and spectators need to remain outside of the field of play at the picnic tables, bleachers, or park benches, unless accompanied by a coach/staff member.
- 8.) Parents and spectators are encouraged to find one spot outside of the field of play during the duration of the program. Spectators cannot run up and down the sidelines or sit behind the goals.

Gilbert Parks and Recreation Department – Coaches/Parents’ Handbook – Youth Indoor Soccer

9.) All children must be directly supervised by their parents/caretakers at all times. Please do not: climb on tables, fences, trees, storage room, protective barrier; play with the faucets or drinking fountains; and/or tug on protective netting and goal nets.

10.) Sideline/back seat coaching from parents is highly discouraged, including coaching directed to your own child. Instructions coming from anyone other than the coach causes confusion and distracted play. Distracted play can lead to injury on the field.

11.) Everyone is responsible for cleaning their area and throwing away their trash before they leave.

12.) All participants, coaches, and spectators must follow Cactus Yards park rules while visiting the park.

Individuals violating the Code of Conduct will be subject to league disciplinary action which may include one or more of the following actions: game ejection, probation, and/or seasonal suspension. Two reprimands or warnings to an individual for unsportsmanlike conduct will be cause for automatic removal of the individual from the park premises. **ANY PARENT OR SPECTATOR EJECTED FROM A GAME IS REQUIRED TO LEAVE THE PARK IMMEDIATELY.** Compromising your safety or the safety of others, verbal or physical threats, aggressive behavior or fighting will result in immediate removal of all parties from the facilities and the recreation program. Refunds will not be given under these circumstances.

The Gilbert Parks & Recreation Department reserves the right to discipline and/or suspend players, spectators, or coaches for incidents and/or conduct not specifically covered in this handbook or the USISA official rules, but which in the opinion of the Gilbert Parks & Recreation Department constitutes unsportsmanlike conduct, dangerous conduct, or conduct which is determined to be detrimental to the Cactus Yards Youth Indoor Soccer Program. All official league disciplinary decisions as rendered by the Gilbert Parks & Recreation Department are final.

*Comments or suggestions regarding the Youth Indoor Soccer Program should be directed to:
George Tole, Recreation Coordinator & Youth Indoor Soccer League Director
Gilbert Parks & Recreation Department: 4536 E Elliot Rd., Gilbert, AZ 85234
Office: 480.503.6636
Email: George.Tole@gilbertaz.gov*