



COQUILLE
PARKS & RECREATION

Keep playing!



Policy Manual

May 2023

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Overview

Vision & Mission

Our vision is to be Louisiana's premier community-based soccer club, instilling in our children a passion for soccer and the character needed to excel in life.

Our mission is to teach our children to play quality soccer by developing their intelligence, skills, and character, while maximizing their enjoyment of the game.

About MYB

Madisonville Youth Boosters (MYB) is a volunteer association formed to foster amateur sports competition while providing a safe and enjoyable environment for children of Recreation District 14 (RD14). MYB works with RD14 to manage youth sports offered through the Rec District.

Additionally, MYB is an affiliate of US Youth Soccer (USYS) and a member of Louisiana Soccer Association (LSA).

In addition to the policies listed in this document, the soccer program is also subject to:

- Coquille Park / Rec District 14 Policies, including the Youth Sports Program Guidebook
- MYB Policy & Bylaws
- USYS Policy
- LSA Policy
- The rules of any leagues or tournaments in which our soccer teams may participate.

Soccer Programs / Levels of Play

MYB offers 3 basic programs for our players, with each program requiring different commitment levels. All programs follow USYS guidance and LSA policy for game format and modified rules of play. Divisions are grouped by age, using a calendar year format (Jan 1 – Dec 31), so that all players born the same calendar year play in the same division.

Recreational (5U - 19U)

MYB's Recreational Soccer program is a fun and enjoyable experience for kids of any skill level. Our teams play in-house rec leagues when we have enough players in a division (typically 10U and below). Our 12U and older teams play in the Northshore Recreational Soccer League with other local soccer clubs.

Academy (9U - 10U)

Our Academy Soccer Program provides a more focused training environment for players who want to commit more time and effort to developing required skills and learning to play soccer in a more organized and challenging environment. Our players participate in the Louisiana Soccer Academy Program and develop their cognition, competence, and character through our tailored training methodology while learning our system of play.

Our 9U Academy program is a supplemental program to our 9U Recreational program, meaning 9U Academy players must also participate in our Recreational program.

Classic (11U – 19U)

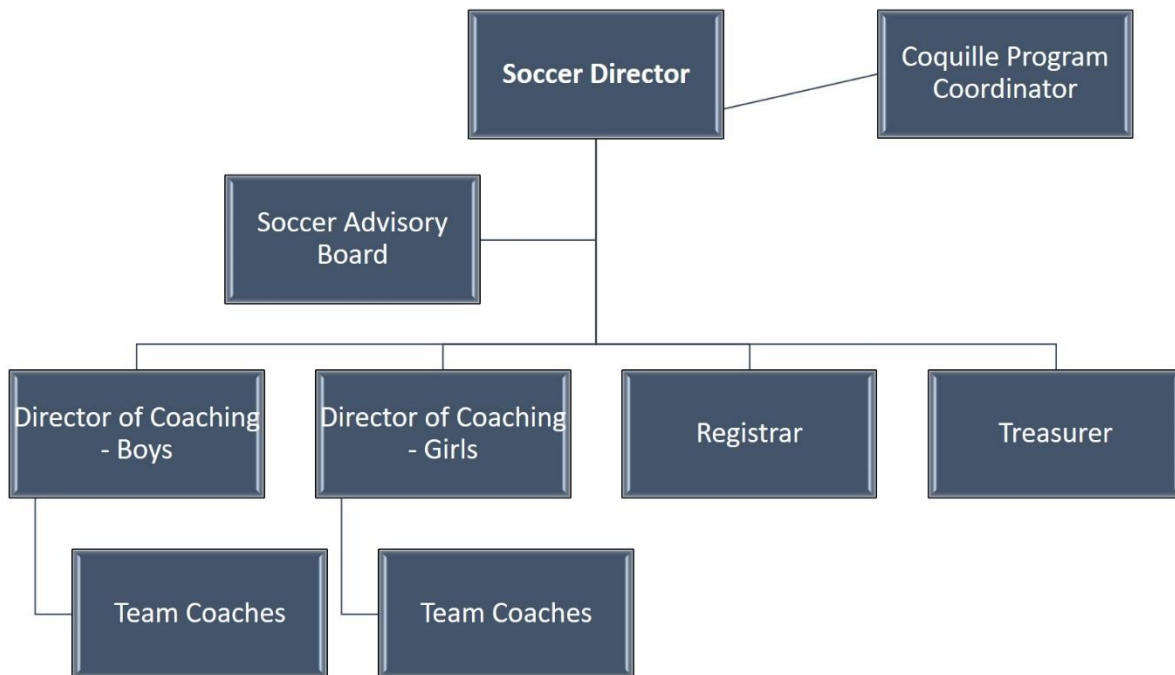
Our Classic Soccer Program is for players who want to compete at a high level and are committed to developing as a soccer player. Classic teams may play in the Louisiana Classic Soccer League (LCSL), or other similar leagues. They also play friendly matches and compete in tournaments throughout the year.

Organization

Overview

MYB hosts over 1000 youth soccer players. We are organized to provide the best possible structure to promote their development. We are a volunteer-based organization that relies on community members to donate their time to coach and support the administrative functions of our club.

Organization Chart



Club Staff

Soccer Director

The Soccer Director is appointed by the Recreation District 14 Board and is responsible for organizing and leading the soccer program.

Soccer Advisory Group

The Soccer Advisory Board advises the Soccer Director on policy for the club. Members are appointed by the Soccer Director and may consist of coaches, parents, or other volunteers. This group exists solely to advise the Soccer Director and does not have voting authority.

Coquille Program Coordinator

The Coquille Program Coordinator is the RD14 employee charged with overseeing the soccer program for the park. The program coordinator assists in managing the soccer program, including coordinating registration, facilities, and equipment for soccer programs.

Directors of Coaching

Directors of Coaching (DoCs) are appointed by the Soccer Director and they are responsible for coach and player development within their assigned age or gender group. This includes recruiting coaches, promoting and overseeing coach education, and continually evaluating coaches throughout the season.

Soccer Registrar

The soccer registrar is appointed by the Soccer Director and is responsible for overseeing the registration of soccer teams and players with the state association, state leagues, tournaments, and for managing other club administrative tasks.

Soccer Treasurer

The soccer treasurer is appointed by the Soccer Director and is responsible for overseeing MYB's finances for the soccer program, including team funds.

Referee Assignor

The club Referee Assignor is appointed by the Soccer Director and responsible for assigning referees to games at Coquille. The Referee Assignor must be properly registered with LSA and Recreation District 14.

Team Staff

Head Coach

The Head Coach leads, coaches, and manages the team and its players.

The Soccer Director assigns head coaches based on DoC recommendations. DoCs recommend coaches based on multiple factors including experience, licensing/certifications, and prior performance with the club.

Head coach assignments are for the seasonal year. Each year, DoCs will review head coach assignments and update recommendations based on current performance.

Head coaches must meet licensing and training requirements as defined by USYS, LSA, Coquille Park, and MYB.

Assistant Coach

Head Coaches can nominate assistant coach(es) to be approved by the applicable DoC. Assistant coaches must meet the same license and training requirements as head coaches.

Classic Head Coaches can only nominate an assistant coach after the team has been formed so as not to bias the tryout process.

Recreational Head Coaches can request only one specific assistant coach and have that coach's child placed on the head coach's team.

Regardless of the number of coaches on a team staff, a maximum of two coaches are allowed on the sideline during games.

Team Manager

The Team Manager helps the coach organize the team, serves as a line of communication between the coach and team parents, and recruits and organizes other parent volunteers.

Academy and Classic teams should have Team Managers. The Head Coach selects the Team Manager after the team has been formed so as not to bias the tryout process.

Recreational Teams may have a Team Parent instead of a Team Manager.

Trainers

Classic teams may elect to use various soccer trainers to supplement training during the season (e.g. technical trainers, goal keeper trainers, etc.). Any trainer must be approved by the applicable DoC and have completed all required training (LSA Risk Management, etc.).

Required Training and Documentation for Coaches and Managers

All team staff must complete the required training listed below before they will be placed on a team or allowed to work with players.

Annual Requirements

LSA Risk Management Requirements

All team staff must complete through their individual getsoccer account:

- LSA Background Check
- CDC Heads-Up Concussion Training
- SafeSport

Coach Applications

All Academy and Classic Head Coaches and Assistant Coaches must submit:

- MYB Coach Application
- Madisonville United Coaching Agreement

Coach Education

All head coaches must complete:

- US Soccer Grassroots module for the applicable level of play (4v4, 7v7, 9v9, 11v11). The Soccer Director can waive this requirement if deemed necessary.

All Academy and Classic coaches must also complete:

- All LSA requirements for level of play (Grassroots License, USSF E License, or NSCAA equivalent).
- NFHS - Engaging Effectively with Parents
- NFHS - Heat Illness Prevention
- NFHS - First Aid, Health, and Safety for Coaches
- The 3Cs of Effective Leadership and Team Building

Any deviation from required training must be approved by the applicable DoC.

Compensation

Coach Compensation

Registration Fee Reductions

Some coaches may be eligible for reductions in their child's soccer registration fees. This registration reduction can vary year to year. It is determined by the MYB Soccer Director, Coquille Soccer Program Coordinator, and subject to approval by the RD14 board.

Coaching Stipend

Academy and Classic head coaches may be eligible for a coaching stipend. That amount will be determined by the MYB Soccer Director and Coquille Soccer Program Coordinator. The coaching stipend is subject to approval by the RD14 board. This stipend serves as compensation for in-depth coaching services which include practice and game time, planning and preparation, and potential expenses.

To be considered for a coaching stipend, the head coach must hold a US Soccer National D License (or equivalent USC coaching license) or higher. This requirement ensures that coaches who receive this stipend have the necessary qualifications and experience to provide effective coaching services to the team or program.

Expense Reimbursement

Academy and Classic head coaches are eligible for reimbursement of authorized expenses during official team travel unless they have a child on the team in which they are coaching. Those expenses must be pre-approved by the DoC and are paid via the team's funds.

Authorized expenses include:

- Mileage for travel greater than 50 miles round trip from Coquille (or the coach's residence, whichever is shorter)
- Per diem for overnight hotel stays
- Both of the above expenses are reimbursed at the federal rate

Support Staff Compensation

The Soccer Treasurer, Soccer Registrar, and Soccer Field Scheduler may be eligible for a stipend based on the number of transactions they process during the soccer year (June-May). The exact amount of the stipend will be determined by the MYB Soccer Director and subject to approval

by the MYB board. This stipend will be provided as compensation for their work in managing the administrative aspects of the soccer program.

Player Registration & Fees

All players are registered for the seasonal year as governed by LSA.

- Recreational and Academy seasonal years begin when Fall registration opens in July and end after the last team event of the Spring season (usually in early April).
- Classic seasonal years begin with tryouts and end when the team plays their final League, State, or other approved commitment (i.e. State Cup, Regionals, etc.).

Players register through Coquille's registration system. Standard registration covers the seasonal year (both the Fall and Spring seasons).

Registration Fees

See the Coquille registration website for current registration fees. Registration fees vary depending on program and age. They are subject to change year to year.

Out of District Fee

Players living outside the boundaries of Recreation District #14 are required to pay an out-of-district fee. Out-of-district fees are determined by RD14 and cover intangible costs that are not accounted for in registration fees. (In-district participants support those costs through property taxes).

Rec District 14 is currently all areas east of the St. Tammany Parish line to the Tchefuncte River and include parts of Madisonville, Goodbee, Covington and Folsom. If you are unsure if you are in-district, check this [map](#), or contact Coquille Parks and Recreation.

Uniform Fees

Uniforms are not included in registration fees. Uniforms must be purchased separately from the authorized retailer.

Academy and Classic Team Fees

Academy and Classic teams also need to cover expenses for tournament registration fees, referee fees, team equipment fees, coach travel reimbursement costs, and other miscellaneous team expenses throughout the season. Teams can solicit donations or use other fundraising to fully cover or offset these expenses. Any team expenses not covered through donations and fundraising must be covered by team members. For planning purposes, families will receive a team budget and payment schedule from the team treasurer.

Individual team fees can vary according to age, level of team, number of players per team, and amount fundraised.

Classic Program Registration Notes

Players seeking to play in the Classic program must first register to tryout. Players who make the team receive an invitation to complete registration. Classic registration fees are non-refundable. All players seeking to join a Classic team must complete the on-line registration and must provide a copy of his/her birth certificate.

Per LSA policy, players commit to the club for the seasonal year when they accept the team invitation. They cannot transfer to another Classic team without proper approval. Should they choose to withdraw from the Classic program, they can then only participate on a Recreational team.

Team Formation

Teams are formed for the seasonal year (including both the Fall and Spring seasons). The number of teams formed depends primarily on:

1. the number of registered players
2. the number of certified coaches
3. max team roster sizes that comply with minimum playing time standards

Recreational Teams

In our recreational program, one of our main objectives when forming teams is promoting balance in our teams so games are competitive.

5U – 8U Players are assigned to teams using the park registration system’s random draft assignment. Head coaches may request to be paired with a designated assistant coach. We don’t perform evaluations on players at this age.

10U – 15U Players are assigned to teams with the primary consideration being to balance the level of “talent” on the teams. Teams are formed by the DoC, who may use evaluations or other sources of input on player ability as necessary.

Academy Teams

Our Academy program uses a pool play system where players are moved between teams for different training events (including games). When Academy players are assigned to teams, it is with the primary consideration of adjusting the level of “talent” on the teams to match opponents and accomplish applicable training objectives. Roster sizes will generally be limited to allow for at least 70% playing time for all players.

Classic Teams

Classic teams are formed through a tryout and selection process. The applicable DoC manages the process of selecting and assigning players to teams with the overall goal being to promote the positive development of players. The DoC uses all available criteria to evaluate players which include the following: individual performance at tryouts, overall performance during previous years, player evaluations from previous coaches, previous practice/game attendance, attitude, coachability, work ethic, and effect on the performance environment.

Classic Team Tryouts

The applicable DoC organizes and manages tryouts. 11U tryouts are conducted by a group of evaluators selected by the 9v9 DoC. Typically, 12U-19U tryouts are conducted by the team's head coach or other club representative.

Team Names

Classic teams use the following naming convention:

Madisonville United YYG (YYG = Year Year Gender)

Example: Madisonville United 05G.

When there is more than one team in an age group, we will append a color (Navy, White, etc.) to the end of the team's name.

Play Up Policy

Recreational

All recreational players play in their designated age group. If our technical staff identifies a truly exceptional player that would be better served playing in a higher age group, the technical staff may choose to move that player to the higher age group. Also, if a player's designated age group is full, as a last resort the technical staff may allow a player to play up an age group as an alternative to that player not participating at all.

Academy / Classic

The DoC recommends player assignments based on player development interests following USYS and LSA guidance and policies. Typically, players play in their designated age groups.

Team Finance

Academy / Classic

MYB teams depend heavily on sponsor donations to meet teams' financial needs throughout the soccer season. Madisonville Youth Boosters is a non-profit 501(c)(3) organization, and donations made to the club are generally tax-exempt. Teams have a responsibility to maintain high financial standards of accountability and transparency to protect the integrity of the club and the trust of our donors.

Each team must raise money to offset the costs of competition (tournament fees, referee fees, equipment, trainers, etc.). Each team must follow the procedures in the Manager's Guide for handling team finances and must keep a current and accurate accounting of their financial status (e.g. budget) which lists all income and expenditures, including forecast and actual. This budget must be available to the Soccer Director, DoC, Soccer Treasurer, and team parents upon request.

All equipment and supplies purchased with team funds are property of the team (MYB) and must remain with the team or the club as long as such items are serviceable.

The Head Coach is ultimately responsible for all financial matters of the team.

Uniforms

Uniform costs are not included in registration fees. Each player must purchase the designated soccer uniform directly from the authorized retailer. For the 2023-2024 season, the authorized retailer is:

Third Coast Soccer
1886 N. Causeway Blvd.
Mandeville, LA

Alterations to any uniform item (game, training, or warm-up) are not allowed without written approval from the Soccer Director. Team or player names are not allowed on any uniform item. Only official club logos and sponsor logos, as approved by the Soccer Director are allowed on any uniform item. Players or teams are not allowed to place any other logos on any uniform item.

Recreational Uniform (2023-2024 Season)

Required Items:

Grey Adidas Jersey

Green Adidas Jersey

Black Shorts

Black Socks



Note: Recreational players do not have numbers printed on their jerseys.

Academy Uniform (2023-2024 Season)

Required Items:

White Puma Jersey

Green Adidas Jersey

Black Shorts

Black Socks



Note: Academy players do not have numbers printed on their jerseys.

Classic Uniforms (2023-2024 Season)

Required Items:

White Puma Jersey

Navy Puma Jersey

Navy Puma Shorts (x2)

Navy Puma Socks

White Puma Socks

Black Puma Soccer Bag

**Academy & Classic – Other Uniform Items**

Training Uniforms. Each player must purchase the designated training shirt. Players are required to wear black shorts and black socks to all training events.

Cold Weather Gear. Teams may choose to purchase the following cold weather gear:

- Black pants and/or jacket with club logo.
- Black ¾ zip pullover with logo on left chest.
- Black sweater with hood and club logo.

Jackets or pullovers can have a 2" player number embroidered below the collar on the back of the neck.

Any team clothing item not listed above must be approved in writing by the Soccer Director before purchase.

Third Kit. Classic teams may have the option to purchase a Third Kit uniform. The Soccer Director will provide club-wide guidance on Third Kit uniforms by August 1st of the seasonal year. No team shall wear any uniform that hasn't been approved by the Soccer Director.

Leagues, Games, and Tournaments

Recreational

5U – 8U Recreational teams play in Coquille’s in-house rec league.

10U Recreational teams play in Coquille’s in-house rec league. When there are not enough teams to fill a league, we may schedule games against other local rec teams. Some of these games may be at other local parks (Abita, Mandeville, Hammond, etc.).

12U – 15U Recreational teams compete in the Northshore Recreational Soccer League.

All recreational teams will generally play 7-8 games per season (Fall / Spring). 10U-15U recreational teams are allowed to participate in one tournament per seasonal year. The club will provide a list of candidate tournaments to team coaches at the beginning of the season. Any team wishing to participate in a tournament must notify the applicable DoC of their intention to play at least 60 days before the event.

Academy

The Academy Program will use a pool system that builds teams for each event (games, play dates, jamborees, etc.). Academy pools will participate in the Louisiana Soccer Academy Program (LSAP) and will schedule academy events, such as play dates and festivals, with other LSAP teams.

Classic

Classic teams may participate in the Louisiana Classic Soccer League or other similar leagues. Classic teams must adhere to these game and tournament limits. The DoC can approve deviations when in the best interest of player development.

Age Group	Games Fall/Spring	Tournaments Fall/Spring	Overnight Stay Tournaments Fall/Spring
11/12U	Max 16/20	Max 3/4	Max 1/1
13U-14U	Max 20/22	Max 3/4	Max 1/1
15U-19U	Max 16/16	Max 3/3	Max 2/2

Note: Tournaments count as 3 games toward the game limits above.

Playing Time

In general, we recognize that players get the most enjoyment and most beneficial development when they are actually playing the game. To that end, we will structure our program and build our teams to promote maximum playing time for all of our players.

Playing time may be affected by not upholding player responsibilities such as attendance, attitude, work ethic, individual performance, teamwork, and a commitment to development. In all programs, the applicable DoC will monitor and review playing time of athletes. We encourage open communication between the coach, parents, and player regarding playing time.

Recreational

Each player should play at least half of every game. For 5U-8U, no player may play all four quarters unless all eligible players receive three quarters of playing time.

Academy

Playing time should generally be split even between all players on a team for each particular event, however coaches may deviate from this policy depending on training objectives and other factors. Each player should play at least half of every game.

Classic

There are no minimum playing time requirements in the Classic program. Classic coaches must balance individual player development goals (and individual playing time) with team performance goals. We encourage our coaches to ensure meaningful playing time for all players over the course of the season, while understanding at the same time that each game is unique and requires coaching decisions that are specific to those particular circumstances.

Club & Guest Pass Play

Classic

We encourage our players to experience different competition levels by utilizing the Club Pass to play with different teams throughout the season. When teams need players due to injuries or illness, we encourage they utilize a Club Pass to bring in players. All Club Pass and Guest Pass (players from outside clubs) players must be coordinated through the DoC and head coaches. If there is a dispute between the DoC and a head coach on the status of a player, the issue must be escalated to the Soccer Director. All Club Pass and Guest Pass play must follow applicable league and tournament procedures for approval. To participate as a Club Pass or Guest player, the player must be in good standing on their assigned team. Rostered players maintain priority for starting roles and playing time over Club Pass and Guest players.

Player Suspensions

A player suspension is the temporary prevention of a player's attendance of team activities.

Player suspensions must be approved by the Sports Conduct Committee following the process detailed in the Coquille Youth Sports Guidebook. Player suspension requests should be submitted by the head coach, to the DoC, then to the Soccer Director. If player suspension is warranted, the Soccer Director will elevate the issue following the Youth Sports Guidebook protocol.

Academy & Classic

Players may be suspended or removed from their team roster for not fulfilling their responsibilities, including but not limited to:

- Engaging in rude, vulgar, or disparaging remarks directed toward an official, coach, parent, or another player.
- Arguing with any official or coach.
- Using profane or vulgar language.
- Engaging in a physical confrontation with an opposing player or teammate.
- Using or being under the influence of drugs or alcohol at any MYB event.
- Engaging in bullying either (physical, verbal, or electronic).
- Using social media to make disrespectful remarks toward the club, coach, officials, or other players.
- Leaving a game, or practice session without permission from a coach.
- Excessive unexcused absence from practice or games.
- Non-payment of fees in a reasonable manner and time.
- Any behavior not in keeping with MYB and LSA rules and regulations.
- Being listed as a player "Not in good standing"

Parent Expectations

Soccer requires a commitment from both the players and their parents. Parents are responsible ensuring their child arrives at all team events on time, with the right equipment, and appropriately fed and well-rested.

Create a Positive Environment

All parents have a role to play in their child's soccer development. Parents should actively work to create a positive environment on and off the field by promoting club values. Any parent communication from the sideline should be supportive, and not distracting or hostile.

Parental "coaching" of players from the sideline (beyond encouragement or praise) is prohibited.

Hostile communications with referees, coaches, players, or other parents are prohibited.

Parents who violate this policy may be banned from attending practices and games (through the formal process outlined in Coquille's Youth Sports Guidebook).

Volunteer

MYB cannot function effectively without volunteer assistance. Parents are expected to volunteer during the season to assist their teams or the club.

Issue Escalation Policy

Questions, concerns, issues, and conflicts occur each season. It is critical that these matters are addressed to the appropriate person in a professional manner.

The following policy exists for all members of MYB's soccer program – players, parents & families, coaches, volunteers, referees, and employees – to follow in order to resolve issues that arise. It represents both a line of authority, as well as an order to escalate in the event the resolution is not to the member's liking. Matters should be addressed in this order, due to the relative involvement of each party at each level. Failure to follow this escalation policy (e.g. contacting the Board of Directors immediately) may result in the issue being ignored completely or not addressed in a timely fashion, because it is not directed to the appropriate party.

In most circumstances, the person with the grievance is expected to attempt to resolve it directly with the person in question first. Depending on the nature of the issue, the point of contact reserves the right to escalate the issue themselves to the next level to better resolve the matter.

Individuals requesting information or a decision on a specific matter must recognize those involved in addressing the issue must be afforded time to do so and may be limited in their ability to do so immediately due to their other responsibilities within the club.

Note on Referees

Disputes regarding referee interpretations of the Laws of the Game (i.e. their judgment) are not issues to address with MYB. We don't hear protests regarding referee decisions or overturn them. Issues involving inappropriate or unprofessional conduct by a referee within a soccer event should be directed toward the attention of our Referee Assignor via email at mybassignor@gmail.com and the applicable DoC.

Issue Escalation Procedure

1. Discuss the concerns with the Head Coach to reach a resolution.
2. Contact the applicable Director of Coaching.
3. Contact the Soccer Director.
 - i. To file a formal complaint and escalate the issue beyond this point, this contact must be documented in email.
4. Follow the remaining procedures in the Coquille Youth Sports Guidebook.

Player Safety

Player welfare and safety is a priority.

LSA Risk Management Requirements

LSA's Risk Management Policy promotes the safety and welfare of youth players protecting youth players from unsafe conditions.

Any and all individuals age 18 and older acting within an official capacity with the club, and who may have the opportunity to have direct and unmonitored access to children, including, but not limited to, coaches, referees, administrators, team managers, and trainers, must complete all LSA risk management requirements. This includes:

- Annual LSA Criminal Background Check
- Annual Concussion Awareness Training
- Biennial SafeSport Training - covers mandatory reporting laws, sexual misconduct awareness education and emotional and physical misconduct education.

Field Safety

Coaches must always ensure the playing environment is safe for players. This includes that players have the proper equipment (e.g. shin guards, soccer cleats, etc.), the playing area is free of hazards (e.g. holes, debris, un-secured goals, etc.), and precautions are taken to guard against environmental hazards (e.g. lightning, heat, cold, sun, etc.).

See the Youth Sports Guidebook for Coquille policies on inclement weather and the Thorguard lightning protection system.

Prohibited Conduct

Coaches violating MYB Bylaws, MYB Code of Conduct or LSA Policies regarding player safety, are subject to immediate removal or suspension. Coaches serve at the pleasure of the Coquille Parks and Recreation and Madisonville Youth Boosters. Coaching is a privilege and coaching rights can be revoked at any time by the Soccer Director, the MYB Executive Board, or Coquille Parks and Recreation.

The following guidelines of behavior and procedures are established for our staff, volunteers, and participants. All members of this organization, as well as parents, spectators, and other invitees, are expected to observe and adhere to these guidelines. Additionally, coaches must follow the established Coaches Code of Conduct, and parents must follow the established Parent Code of Conduct.

Abuse of any kind is not permitted within our organization. This means we do not tolerate physical, sexual, emotional, or verbal abuse or misconduct from our players, coaches, officials, volunteers, parents, or spectators. Physical and sexual abuse, including, but not limited to, striking, hitting, kicking,

biting, indecent or wanton gesturing, lewd remarks, indecent exposure, unwanted physical conduct, any form of sexual conduct or inappropriate touching, are strictly prohibited.

Adults and others in positions of authority must be aware that physical contact can be misinterpreted. Physical contact should be limited to that necessary to teach a skill, treat an injury, or console or congratulate a player. Physical intimidation, physical punishment, or threatening a player with physical harm are not appropriate behaviors and will not be tolerated. However, reasonably requiring players to do push-ups, running, or the like for misbehavior would not likely be considered inappropriate.

Sexual contact of any kind between adults and players is prohibited whether or not the contact is consensual.

Hazing or any type of initiation to the club or a team is prohibited.

Emotional abuse or verbal abuse is prohibited. This includes, but is not limited to, such forms of abuse as: insulting, threatening, mocking, demeaning behavior, or making abusive statements regarding a person's race, gender, religion, nationality/ethnicity, sexual orientation, or age.

Offensive or vulgar language, to include name-calling or harassment of a player, coach, official, or spectator, by adults or children, is unacceptable. MYB events, including games and practices, should be family-oriented events. Inappropriate or threatening language used toward an official, coach, player, parent, or spectator may be grounds for removal from a game, the premises, or both.

US Soccer Safe Soccer Framework

MYB expects all our members to play an active role in creating an environment free from emotional, physical and sexual abuse. We are an active promoter of US Soccer's Safe Soccer Framework, a comprehensive program of policies and processes, screening, education and training, reporting, monitoring, and enforcement designed to help participants detect and report abuse, respond to it, and prevent future occurrences.

To Report a Concern, visit <https://www.safesoccer.com> or call US Soccer Integrity Hotline 312-528-7004

Limiting One-on-One Interactions Between Adults and Minors

Soccer is a team sport. Although appropriate physical contact and one-on-one interaction between minor athletes and coaches/trainers, etc. may be conducive to improving physical skills, U.S. Soccer believes prudent limitations on one-on-one interactions can reduce the potential for abuse and misconduct without negatively impacting player development or unnecessarily limiting one-on-one time with trusted adults that is healthy and valuable for a child.

Establishing Boundaries: Avoiding Gifts

Individuals who groom children will often provide special gifts or privileges, as one strategy to gain the child's trust and fill a need in their life, in advance of sexually abusing the child. Accordingly, U.S. Soccer discourages employees and volunteers from giving gifts or granting special privileges to athletes and prohibits any such gift or privilege when not available to the entire team.

Appropriate Physical Contact

U.S. Soccer adheres to the following principles and guidelines in regard to physical contact with our athletes:

Common Criteria for Appropriate Physical Contact

Physical contact with athletes – for safety, consolation, and celebration – has multiple criteria in common which makes it both safe and appropriate. These criteria include:

- the physical contact takes place in public
- there is no potential for, or actual, physical or sexual contact during the physical contact
- the physical contact is for the benefit of the athlete, not to meet an emotional or other need of an adult

Safety

The safety of our athletes is paramount, and in many instances, we make the athletic space safer through appropriate physical contact. Examples include:

- spotting an athlete so that they will not be injured by a fall or piece of equipment
- positioning an athlete's body so that they more quickly acquire an athletic skill, get a better sense of where their body is in space, or improve their balance and coordination
- making athletes aware that they might be in harm's way because of other athletes practicing around them or because of equipment in use

Celebration

Sports are physical by definition and we recognize participants often express their joy of participation, competition, achievement, and victory through physical acts. We encourage these public expressions of celebration, which include:

- greeting gestures such as high-fives, fist bumps, and brief "side hugs"
- congratulatory gestures such as celebratory hugs, "jump-arounds" and pats on the back for any form of athletic or personal accomplishment

Consolation

It may be appropriate to console an emotionally distressed athlete (e.g., an athlete who has been injured or has just lost a competition). Appropriate consolation includes publicly:

- embracing a crying athlete (in a public place or circumstance)
- putting an arm around an athlete while verbally engaging them in an effort to calm them down ("side hugs")
- lifting a fallen athlete off the playing surface and "dusting them off" to encourage them to continue competition

Supervision

Generally, no minor should be left alone at a training session or at any other time until they are picked up by their parent, older sibling, or other designated adult. It is recommended that the last adult in addition to the coach wait at the site until the minor is picked up.

One-on-One Interactions / Individual Meetings

An individual meeting may be necessary to address an athlete's concerns, training program, or competition schedule. Under these circumstances, U.S. Soccer Covered Personnel are to observe the following guidelines when dealing with athletes/participants under the age of 18:

1. Interactions Should Be Observable and Interruptible

One-on-one interactions between minors and an adult (who is not the minor's legal guardian) are permitted if they occur at an observable and interruptible distance by another adult.

Isolated, one-on-one interactions between minors and an adult (who is not the minor's legal guardian) are prohibited, except under emergency circumstances.

2. Interactions are Monitored.

When one-on-one interactions between Covered Personnel and minors occur at our facilities, Covered Personnel will monitor these interactions. Monitoring includes: knowing that the one-on-one interaction is occurring, the approximate planned duration of the interaction, and randomly dropping in on the one-on-one.

3. Meetings

Meetings between Covered Personnel and minors at our facilities may only occur if another adult is present, except under emergency circumstances. Such meetings must occur where interactions can be easily observed and at an interruptible distance from another adult.

If a one-on-one meeting takes place in an office, the door to the office must remain unlocked and open. If available, it will occur in an office that (if available) has windows, with the windows, blinds, and/or curtains remaining open during the meeting.

If a mental health care professional meets with minors at our facilities, a closed-door meeting may be permitted to protect patient privacy – provided that (1) the door remains unlocked, (2) another adult is present at the facility, (3) the other adult is advised that a closed-door meeting is occurring, and (4) written legal guardian consent is obtained by the mental health care professional, with a copy provided to our organization.

4. Individual Training Sessions

An individual training session with an athlete (meaning not a team training, but training involving one athlete and one coach) may be necessary in order to further player development. Under these circumstances, the individual training session should be open and observable by others. Additionally, parent/guardian permission is required in advance of the individual training session(s), and parents/guardians are welcome to attend the individual training. Parents, guardians, and other caretakers must be allowed to observe individual training sessions. Permission for individual training sessions must be obtained at least every six months.

5. Out-of-Program Contacts

Covered personnel are prohibited from interacting one-on-one with unrelated minor athletes in private settings outside of the program (including, but not limited to, one's home and individual transportation), unless parent/legal guardian consent is provided for each out-of-program contact. Such arrangements are nonetheless strongly discouraged.

Locker Rooms, Rest Rooms and Changing Areas

Use of recording devices Use of any device's (including a cell phone's) recording capabilities, including voice recording, still cameras, and video cameras in locker rooms, rest rooms, changing areas, or similar spaces at a facility under our organization's jurisdiction is prohibited.

Under no circumstances shall an unrelated Adult at a facility under our organization's jurisdiction be undressed (disrobed or partial or full nudity where private body parts are exposed) in front of minor athletes.

At no time are unrelated Adults permitted to be alone with a minor in a locker room, rest room, or changing area when at a facility under our jurisdiction, except under emergency circumstances.

If our organization is using a facility that has access to a single set of such facilities, we will designate times for use by adults, if any.

Our organization regularly and randomly monitors the use of locker rooms, rest rooms, and changing areas at facilities under our jurisdiction to ensure compliance with these policies.

If our organization uses a facility not under its jurisdiction (for, e.g., training or competition or similar events) and the facility is used by multiple constituents, Adults in categories 2 through 4 are nonetheless required to adhere to the rules set forth here.

Adults make every effort to recognize when an athlete goes to the locker room or changing area during practice and competition and, if they do not return in a timely fashion, we will check on the athlete's whereabouts.

We discourage parents from entering locker rooms and changing areas unless it is truly necessary. In those instances, it should only be a same-sex parent. If this is necessary, parents should let a coach or administrator know about this in advance.

Social Media & Electronic Communications

All electronic communication originating from Participating Adults to minors must be professional in nature.

If a Participating Adult needs to communicate directly with an amateur athlete who is a minor via electronic communications, another Participating Adult or the minor's legal guardian will be copied

If a minor athlete communicates to the Participating Adult privately first, the Participating Adult should respond to the minor athlete with a copy to another Participating Adult or the minor's legal guardian.

A Participating Adult communicating electronically to the entire team will copy another Participating Adult.

Amateur athletes who are minors may “friend” the organization’s official page.

Prohibited Electronic Communications

Participating Adults are not permitted to communicate privately via electronic communications with players, except under emergency circumstances.

Participating Adults are not permitted to “private message,” “instant message,” “direct message”, or send photos via Snapchat or Instagram to a player privately.

Participating Adults are not permitted to maintain social media connections with players; such adults are not permitted to accept new personal page requests on social media platforms from players and existing social media connections with players shall be discontinued

Legal guardians may request in writing that their child not be contacted through any form of electronic communication by the organization or by the organization’s Participating Adults. The organization will abide by any such request that their child not be contacted via electronic communication, absent emergency circumstances.

Electronic communications will only be sent between the hours of 8:00 a.m. and 8:00 p.m.

The organization monitors its social media pages and removes any posts that violate the organization’s policies and practices for appropriate behavior.

The organization will inform the legal guardian of a player of any prohibited posts, as well as the organization’s administrator.

Travel

Participating Adults who are not also acting as a legal guardian, shall not ride in a vehicle alone with an unrelated player, absent emergency circumstances.

We encourage parents/legal guardians to pick up their minor athlete first and drop off their minor athlete last in any shared or carpool travel arrangement.

Participating Adults shall not share a hotel room or other sleeping arrangement with a player (unless the Participating Adult is the legal guardian, sibling, or is otherwise related to the minor athlete).

Meetings shall be conducted consistent with the organization’s policy for one-on-one interactions – i.e., any such meeting shall be observable and interruptible.

Meetings shall not be conducted in a hotel room.

During team travel, when doing room checks, attending team meetings and/or other activities, two-deep leadership and observable and interruptible environments should be maintained.