

Comox Valley United Soccer Club

Senior Teams Policy Manual

Approved at the June 2007 Annual General Meeting

INTRODUCTION

This policy manual addresses issues specific to Senior Teams. This manual periodically references the CVUSC Youth Constitution and bylaws where those policies are applicable to Senior teams.

CVUSC has men's teams and women's teams which allow graduating youth players to pursue their soccer into adult life. The Senior's Program is run by volunteers, including the Adult Equipment Manager, Vice-president women, Vice-president men, Vice-president masters, Coaches and team Managers.

ORGANIZATION

CVUSC (the Club) is affiliated with the Mid Island Women's Soccer League (MIWSL), the Vancouver Island Soccer League (VISL), and Masters League. The VISL and MIWSL are affiliated with the B. C. Soccer Association (BCSA), which, in turn, is a part of the Canadian Soccer Association (CSA).

Through CSA and BCSA, we are governed by the rules of the international soccer organization FIFA (Federation Internationale Football Association).

Registration fees paid to CVUSC include an assessment that is, in large part, for the purpose of insuring members against injury.

Senior teams use the fields and facilities, and are members of CVUSC, both operationally and financially. It is hoped that graduating players and senior team members will coach or otherwise assist with the youth soccer program of the Club.

SENIOR TEAM OBLIGATIONS TO CLUB

Senior teams are expected to volunteer as youth coaches, club or team administration, tournament assistance, select try outs, and any other area needed in running the Club.

EXECUTIVE AND GENERAL MEETINGS

As per CVUSC Constitution.

CODE OF CONDUCT

As per CVUSC Constitution.

SPORTSMANSHIP AND CONDUCT REVIEW BOARD (SCRBoard)

As per CVUSC Constitution.

FINANCES and REIMBURSEMENT (Tournament)

Senior teams will have a \$300.00 credit annually to be used for tournament play. Teams will be reimbursed this amount after sending a receipt to the CVUSC Treasurer.

SPONSORS

As per CVUSC Constitution.

REGISTRATION

A) General Information

Player registration is necessary to enable the Club, MIWSL, VISL, and Masters to keep track of players and to insure them. Players must register with their affiliated league as well as with CVUSC.

The responsibility for registration of players is that of the Vice-Presidents of Seniors, Team Managers and the Registrar. These people will register players and maintain player and team records. Team Managers will be the main contact for Coaches and players for registration related matters.

B) Registration

Registration will take place after team tryouts in August. All players must complete and sign both registration forms and registration fees must be paid by September 15th of the current year. Teams may decide to add a surcharge to registration fees for team expenses but Coaches may not surcharge players for personal remuneration.

C) Registration Fee Setting

The Executive will establish registration fees for the next season as soon as it is known what the fees will be from VISL and MIWSL.

D) Fees Coverage

Fees include costs for team photograph, medical insurance, payment of league and provincial fees, player forms, referees, use of uniform (jersey) for one year, equipment, and practice fields.

E) Payment of Registration Fees

Players must pay the required fee by September 15th, teams may pay the Club from their team account or by submitting individual player cheques along with registration forms. Teams not completing registration will be denied access to practice and game fields until registration is complete.

F) New Players

Players added to teams after the initial registration period will not be added unless **all** forms and fees are submitted at the same time.

G) Number Of Registered Players

There is no cap on the number of players that can register for a team, each player pays the same registration fee based on their date of registration.

I) ID Cards.

CVUSC complies with BCSA's requirements for players ID cards.

J) League/Cup Games

VISL rules require that players be registered at least one day prior to taking part in any league game and at least seven days prior to any Cup game. MIWSL require that players be registered 48 hours prior to taking part in any league game with registration cut off date of January 15 of that season. No player shall be allowed to be registered or play for more than one team.

K) Insurance.

Insurance coverage for CVUSC and the leagues is for a fiscal year from the issuance of the respective policies. Senior players in tryout situations are covered for injury, teams playing non-sanctioned games or holding non-sanctioned tryouts are not covered.

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Coaches cannot allow players to play or practice without being registered, as this might leave the coach and/or Club liable in the case of injury. Coaches not following these rules are subject to Club discipline.

L) Refunds

No refunds will be made 3 weeks after the start of the season. Requests for refunds should be made to the Executive Director through the Team Managers. Refunds will be reduced by the amount paid to VISL or MIWSA for player forms for that player.

M) During the season.

Players registering from January 1st will pay 75% of the current registration fee.

If a player transfers from one senior team to another, within CVUSC, they must pay the transfer fee as imposed by MIWSA or VISL. Players transferring from another Club or independent team, onto a CVUSC team, must follow the same fee structure as a new player, as well as pay the transfer fee.

BOUNDARIES

There are no boundaries for Seniors.

Administrator

The Administrator is a paid position at CVUSC and duties currently support all division activities. At some time in the future the Executive may decide to expand the Administrator's responsibilities.

TEAM UNIFORMS and EQUIPMENT

A substantial percentage of the Club's annual expenditures go towards uniforms and equipment.

Each player receives a jersey for use during the season. Jerseys are for games only. All jerseys are provided by the Club. Team Managers/Coaches must collect post-dated cheques from their players for jerseys at the time of registration. The cheques will be cashed for replacing any that are lost.

Shorts and socks are provided by the club. Shorts and socks orders must be given to the adult equipment manager in the Spring. According to FIFA regulations, any shorts worn under the uniform that are visible must be of a matching color.

Senior teams do not hand in jersey's. Equipment is counted each year with the totals given to the adult equipment managers.

The Team Managers should have a list of the number and sizes of jerseys assigned to their team. The Director should have a list of all keys issued to Senior teams.

PLAYER SAFETY

As per CVUSC Constitution.

FIELDS

As per CVUSC Constitution.

FIELD EQUIPMENT

As per CVUSC Constitution.

PRACTICES (FIELD/GYM ALLOCATIONS)

As per CVUSC Constitution.

GAMES (DURATION, FIELDS and HOME TEAM RESPONSIBILITIES)

As per CVUSC Constitution.

PLAYING TIME

Coaches discretion. There are no minimum playing time requirements for Senior teams.

REFEREES

Referees for games are supplied by MIWSL, VISL, and Masters.

TOURNAMENTS

The Club will pay one registration fee (to a maximum set by the Executive) per year for each team for entry into a tournament. Claim forms for Tournament fees may be submitted to the Treasurer.

Players, officials, relatives and friends should be constantly aware that they are ambassadors of their Club, district and, where applicable, their province and country, and behave according to the Rules of Team Traveling (below). As good participants at tournaments, pins or crests are often exchanged with out-of-town teams.

TEAM FUNDRAISING

Teams may want to raise funds for a number of reasons, including team travel, tournament entry fees, club jackets or warm up gear.

It is recommended that Senior teams create a “management committee” to manage their team accounts