



Greenhaven Soccer Club

Policies and Operating Rules

Revised: July 2022

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COVID-19

With the current health situation caused by COVID-19, Greenhaven Soccer is committed to ensuring the safety of our players, coaches, assistant coaches, parents, referees, game monitors, board members, and all parties involved with Greenhaven Soccer.

As such, Greenhaven Soccer will make decisions regarding the season and play in accordance with current State and County safety guidelines. We will communicate and provide updates to our Greenhaven Soccer community through email and social platforms.

Greenhaven Soccer Club Board of Directors

Board of Directors Positions

Executive Officers: Please see the Greenhaven Soccer Club (GHSC) By-Laws for a list of the Executive Officers and their responsibilities.

Coordinators:

Age Group Coordinators (AGC) – AGCs serve as mentors and managers to their respective age groups. Duties include organizing and running drafts for the selection of players. The AGCs will also serve as the next contact for parents and other interested parties who have a grievance and have not reached a satisfactory resolution with the coach.

Assistant Registrar – The Assistant Registrar performs duties at the request of the Registrar and President. Their main function is to track coach registrations to assure that all GHSC coaches have complied with US Club and GHSC Coaching Requirements.

Equipment Coordinator – The Equipment Coordinator purchases and distributes uniforms, soccer balls, and game bags to the coaches, and nets and flags to GHSC Net Coordinators. The position is also responsible for organizing and running equipment pick up and drop off dates. Also, the coordinator donates worn out equipment to groups designated by the Board of Directors.

Field Administrator – The Field Administrator secures permits for City park fields, and school fields. Duties also include securing Primary Use Permits with the City of Sacramento. The position also assists the Field Scheduler.

Field Scheduler – The Field Scheduler schedules all GHSC teams for practices (not games) on available GHSC fields. The position also assists the Field Administrator as necessary.

Protest and Discipline (PAD) Coordinator - The PAD Coordinator represents the GHSC at the PAD Committee Meetings.

Picture Coordinator – The Picture Coordinator works with photographers for the GHSC picture day and other GHSC events as necessary. The position is also responsible for the distribution of pictures to Coaches.

Referee Coordinator – The Referee Coordinator oversees training, scheduling, and monitoring referees for GHSC home games. The Referee Coordinator is a volunteer position, but a gratuity will be offered if the coordinator is also the Referee Assignor. This is a non-voting position.

Special Projects Coordinator – The Special Projects Coordinator works closely with the Executive Board to work on any projects that advance the purpose and objective of the GHSC.

Training Coordinator – The Training Coordinator insures coaches of the GHSC get proper training when requested during the season. In addition, the Training Coordinator works with outside vendors for coaching clinics, player trainings and camps during the season and off-season.

Volunteer Coordinator – The Volunteer Coordinator is responsible for recruiting volunteers to assist the GHSC during the season and off-season where necessary. Duties include coordinating with the Board of Directors to insure outreach is widespread through the GHSC. The Volunteer Coordinator also keeps track of those volunteers who have earned their volunteer rebate and provides the GHSC Treasurer with a list of people to whom rebate checks are to be sent.

Web/IT Coordinator – The Web/IT Coordinator updates and maintains the GHSC website.

Shared Board of Director Positions:

The Board of Directors recognize that attending meetings as required in the Policies and Operating Rules (see “Attendance” below) might be a challenge for some members who would still like to serve on the Board of Directors and volunteer their time in support of GHSC. Further, the Board of Directors recognize that certain Board of Directors positions lend themselves to job sharing. As such, upon request the Board of Directors will consider allowing job sharing for the following Board of Directors roles: Equipment, Fields, Pictures, Volunteers, Training, and Web/IT. Approval of a shared Board of Directors position requires a majority vote of the Board of Directors.

Decisions and Voting:

GHSC Board of Directors decisions are made at regularly scheduled Board of Director’s meetings (2nd Tuesday of every month). Additional meetings can be scheduled if deemed necessary by the GHSC President provided that all members of the Board of Directors have been duly notified two (2) days

prior to the meeting. A quorum will be required for a vote on any issues brought forward to the Board of Directors. A quorum consists of three (3) Executive Officers and any other Board of Directors member present. Passage of any issue before the Board of Directors, with the exception of the revision of the GHSC By-Laws, requires a majority vote of the quorum. Revision of the GHSC By-Laws requires a two-thirds (2/3) vote of the Board of Directors, provided that the revisions have been issued to each member of the Board of Directors at least seven (7) days before the Board of Directors meeting.

Attendance:

A Board of Directors meeting schedule will be provided to each member of the Board of Directors. Regular attendance is strongly encouraged. If a member cannot make a meeting, he or she will notify the President and submit their report.

The meeting attendance minimum requirement for a Board of Directors member is eight (8) of the twelve (12) meetings. A Board of Directors member serving in a shared position will be five (5) meetings each annually with the members sharing the position having a requirement to attend a minimum of ten (10) meetings in total, annually.

Absences are limited to two (2) consecutive meetings, and each member must attend the required number of meetings. Upon the third consecutive absence, or the fifth meeting missed, the member will be contacted by an Executive Officer relative to continued membership on the Board of Directors.

Communication:

The President must approve any “directive” emails (those that come with instructions to forward on to coaches, etc.) prior to distribution. The President will decide if they should be forwarded on to the intended audience.

General Conduct and Discipline:

Members of the Board of Directors represent the GHSC. Therefore, members are always required to maintain professionalism. Members of the Board of Directors are expected to be respectful to each other, coaches, parents and other stakeholders in all interactions when advancing the purpose of the GHSC. Any willful violation of this expectation will result in an action up to and including, dismissal from the Board of Directors. Generally, the first violation of this expectation will result in a verbal warning by the Executive Board. A second violation will result in a report on the incident at the first Board of Directors Meeting after the violation, with the member and the Board of Directors. The third violation will result in dismissal of the member. If any violation is deemed to be egregious, it can be brought to the Board of Directors immediately. All actions taken will require a majority vote of a quorum at a regularly scheduled meeting of the Board of Directors, or a meeting scheduled by the

President. For conduct issues regarding the Board President, a meeting will be scheduled by the head of the Grievance Committee.

Fee Waiver Policy:

Current Board of Directors members in good standing may have their GHSC Fall registration fees of their children and the volunteer fee waived for the year in which they serve. This waiver is only GHSC fees, not other soccer programs or GHSC camps or other GHSC special seasons.

Sponsorship Policy:

If a current Board of Directors member in good standing, does not have any children currently playing in the club and chooses to pay their registrations fee, they may pick one child to “sponsor” or provide a “scholarship” to that child. The sponsor/scholarship includes the GHSC Fall registration fees and volunteer fee.

Registration Policies

Registration Dates:

Registration for each season will open on April 1 and close on May 30. Team and coach requests cannot be guaranteed if made after May 30. After registration closes, the Registrar and the Age Group Coordinators for each respective age group will determine the number of teams for each age group. Once the Registrar and the respective Age Group Coordinators has determined the number of teams, GHSC will reopen the age groups where additional players are needed. Any players who wish to register late for the closed age groups will be placed on a waiting list managed by the GHSC Registrar.

Registration Method & Completion:

Registration will be completed online. If any parent has difficulty registering a child or does not have access to a computer or smart phone, they can contact the Registrar for assistance. Registration will not be considered complete, and players will not be assigned to teams, until all payment and proper documentation has been submitted. This includes birth certificates (where required) and photographs (must be of appropriate size and clarity).

Age Limits:

Per the USSF Mandates of 2016, GHSC uses a “Birth Year Registration” policy. The equation to determine age group is as follows: current season year- birth year = age group. NOTE: The current season is classified as 2022-2023 and thus ends in 2023. Players of a certain age may “play up” up to two birth years for the 2022-2023 season but may not “play down” to a younger age group. For more information on this subject, please see the “playing up” policy under “coach” information.

Dual Registration:

GHSC prohibits any of their recreational players from simultaneously playing on another recreational team within Cal North, NorCal or US Club. Moreover, players registered with GHSC may not be simultaneously registered with another US Club, NorCal or Cal North select or competitive level team. Failure to abide by this rule will result in expulsion from GHSC.

Player Loans/Guest Play:

U10-U14 Recreational players may not guest play during the regular season on a team within their own club. Under certain circumstances, such as a team's opponent being short players to play the game, players from another club's team may loan players for that game (i.e. Team A from Club 1 is playing Team B from Club 2. Club 2's team is short players. Players from Club 1 [from any appropriately aged team] may be loaned to Club 2's team). The US Club player loan form will not be required under these circumstances.

Where playing rules allow, GHSC players may guest play on a competitive team, but those opportunities will be limited, and permission is required from the player's guardian, both team's coaches, and both club's Presidents. In addition, the US Club player loan form must be filled out and submitted in accordance with US Club rules. Guest play will be limited to no more than 3 (three) appearances per season. Moreover, guest play will only be allowed if the requesting team is short of players. Recreational guest players will not take the place of able-bodied, available, properly registered competitive players.

Refunds:

Registered players may withdraw from GHSC at any point in the season; however, full refunds are only offered until August 1. From August 2 to August 17, partial refunds are available consisting of half of the amount of the player's registration fee and the full amount of the volunteer fee. From August 18 on, there will be no refund of registration or volunteer fees (except upon completion of volunteer hours) unless by Board of Directors decision at a regularly scheduled Board of Directors meeting. Late fees are non-refundable.

Financial Assistance:

Financial assistance applications are confidential and only shared with the GHSC Financial Assistance Committee (FAC). As a community-based organization and one that believes every child should have the opportunity to experience soccer, GHSC established this financial assistance policy to help our community members in need. Financial assistance may be provided for players upon request and upon demonstration of need. Demonstration of need may be limited to receipt of public assistance. To apply for financial assistance, please fill out the GHSC Financial Assistance Request form, and provide

documentation of any government assistance you may be currently receiving. NOTE: GHSC recognizes that not all in need currently receive government assistance. Please complete the form with as much information as you can provide. Please email all paperwork to the GHSC Registrar (ghscregistrar@gmail.com).

Once your request and corresponding documents are submitted, they will be reviewed by the Chair of GHSC Financial Assistance Committee (FAC). If additional information is required, a member of the FAC will contact you to discuss the extent and timing of your ability to pay all or a portion of the fees. A determination regarding your request will be made by the FAC, and you will be notified as soon as possible. GHSC will strive to have this process be quick, efficient and sensitive.

Applications must be submitted every year and will be considered on a case-by-case situation. Families receiving financial assistance from GHSC are required to complete their volunteer hours for the club. If this obligation is not fulfilled, you will not be eligible for financial assistance in the future.

Deadline for all Financial Assistance Request forms is May 30 of the current calendar year. Financial assistance requests received after this date will not be processed.

Volunteer Policy

The Greenhaven Soccer Club is a non-profit organization which depends upon volunteers to function successfully. Thanks to those who give generously of their time, the GHSC has become one of the largest, and arguably, most successful youth sports clubs in our area.

Together with registration fees, families are asked to pay a \$50 volunteer fee. **Only one fee is required per family, regardless of the number of children participating.** Families have three options regarding their volunteer fee:

Donation to the League Option:

Those families that prefer not to make a volunteer service commitment may choose to donate their volunteer fee. Donations are also a necessary part of GHSC's ability to function. Upon request to the Treasurer, a donation receipt will be provided for income tax filing purposes.

Coaching / Team Parent Option:

Volunteer to be a coach, assistant coach or team parent. No coaching experience is required. Please contact the President of GHSC at president@greenhavensoccer.com Please be sure to put GHSC in the subject line or the email will not go through. Any parent or guardian who volunteers as a coach, assistant coach or team parent is eligible to receive their volunteer refund.

IMPORTANT: Only three refunds are possible per team for team personnel. For example, the head coach, assistant coach and team parent all qualify for the \$50.00 rebate. The head coach of

each team will report to their Age Group Coordinator the names of the three people on his or her team that have earned the rebate. For the older age groups who may not have a team parent, the head coach can designate another deserving person to earn the third rebate, such as a second assistant coach. **THERE WILL BE NO EXCEPTIONS TO THE THREE REBATES PER TEAM FOR TEAM PERSONNEL POLICY.**

Volunteer Option:

Anyone over the age of 16 years of age may volunteer for one of the various volunteer jobs that are available throughout the year. The entire \$50 volunteer fee can be earned back by completing one GHSC **approved** volunteer job. Examples of jobs include: 2-3-hour shift at picture day, lamination night, equipment returns, etc. Please visit www.greenhavensoccer.com to see a complete list of GHSC approved volunteer jobs and their descriptions.

All shifts are available for sign up through the link provided by the volunteer coordinator or on www.signupschedule.com/ghscvolunteers or through the GHSC webpage. All shifts are provided on first-come, first-served basis. Job specific instructions including: check-in time, location, the name and contact of designated event coordinator, and attire suggestions will be listed.

All volunteers must sign in for a job through the link provided by the volunteer coordinator or on the GHSC home page. The link can also be found at the bottom of this document. A list from the jobs sign-in will be provided to the event coordinator on the day of the event. If a volunteer's name does not appear on the list, the volunteer will not receive credit and no refund will be sent. **No volunteer sign-up will occur at the job site.** All volunteers are required to sign in and out of the provided list. Volunteers also need to confirm the name and information provided is correct, as this will be the address to which the refund check will be sent.

If you sign up for a shift and are unable to make it, you **MUST** contact the volunteer coordinator or the event coordinator via email prior to the event. If you do not show up to the event you will forfeit your refund. If you have something come up and are unable to volunteer, you must provide at least two (2) days' notice that you will miss your shift, or you will forfeit your refund. If you provide sufficient notice that you will miss a shift, you can sign up for other volunteer opportunities in the future. However, if a second shift is missed, with or without notice, you will automatically forfeit your volunteer refund. GHSC has a limited number of shifts for its families and when volunteers fail to show up for a shift, they not only disrupt the event, but they take away the opportunity of other families to participate in the volunteer/refund option.

PLEASE NOTE: While there are over 1,100 families registered in GHSC, there are not 1,100 volunteer opportunities. Therefore, many families choose the donation option. A refund may be issued if a family makes a good faith attempt to volunteer (timely contacting the volunteer coordinator, but not being needed; event cancelled, etc.), contact the volunteer coordinator for more information.

All completed volunteer sign-in sheets will be submitted to the volunteer coordinator. Subsequently, a refund will be issued to the GHSC family. Refunds may be issued after the event or by the refund schedule below.

GHSC Volunteer Refund Schedule:

Any pre-season and volunteer jobs completed prior to BYE week	Refund request submitted before BYE week	Families receive refunds no later than November
All coaches, assistant coaches and team parents	Refund request submitted by the end of BYE week	Families receive refunds no later than December
All remaining volunteer jobs	Refund request submitted by the end of January	Families receive refunds no later than the end of January

All refunds are mailed directly to volunteers at the address given at the time of volunteer job completion. If there is a change in address, please notify the GHSC volunteer coordinator at the time of your volunteer sign up. All checks must be claimed within 90 days of issuance. It is the responsibility of the volunteer to contact the Volunteer Coordinator if you do not receive your refund or there are any other issues related to refunds.

Playing the Game

Code of Conduct:

The GHSC requires parents/guardians to sign a code of conduct to help insure a fun, safe, and respectful soccer environment for everyone. Coaches must sign a similar agreement. GHSC asks that you also help the coach by monitoring the sideline and doing your best to keep the atmosphere positive for the players. Remember, the behavior of our parents, spectators, players, and coaches are a reflection of our club. We expect everyone involved with the GHSC to hold themselves to the highest standards of sportsmanship.

Sportsmanship Rule:

Please note that this rule applies to U8 – U19 teams within GHSC, MKS, CSA and during inter-league play. These rules have also been adopted by our partner clubs/leagues in Metro Kids Soccer (MKS) for U8 and Capital Soccer Alliance (CSA) for U10-U12 and NorCal Super Rec for U14-U19.

GHSC and their playing partners understand that it is important to maintain good sportsmanship during games that turn out to be lopsided. Despite our effort to seed teams fairly in appropriate divisions, there are always instances where one team is far superior to another. Despite the valuable

life lessons inherent in losing, and losing gracefully, there is a difference between losing a close fought contest and being blown out by a far better team. In the latter types of losses, the hurt feelings tend to hinder the ability to absorb the life lessons involved in losing.

U8 Sportsmanship Rule: U8 games are cooperative, not competitive. Despite not formally keeping score, players are aware when their opponent is dominating the game by scoring many more goals than their team. In order to promote the cooperative nature of the U8 program, as well as to keep the game fun for all, the MKS acceptable goal differential is eight (8) on any one field, and twelve (12) for both fields combined. Coaches who exceed this differential will be referred to their respective club president or manager for counseling or other disciplinary action.

U10-U19 Sportsmanship Rule: In order to promote respect and good sportsmanship, as well as to keep the atmosphere fun and friendly, GHSC's and our playing partners' acceptable winning margin is a goal differential of six (6). Teams that exceed that goal differential or more will get a warning from their AGC, and/or club manager. In addition, upon a second offense in the same half of the season by a U10-U19 team, the GHSC coach whose team violated this rule will be suspended for one game.

All games that exceed the accepted goal differential will be reported to the appropriate club president for referral to their Grievance or PAD Committee. Repeated infractions may lead to further disciplinary measures.

In addition, upon a second offense in the same half, the GHSC coach whose team violated this rule will be suspended for one game.

Rescheduling of Games:

GHSC mandates that, aside from games canceled due to weather or air quality, coaches may not reschedule games for any reason other than the game conflicting with the taking of the SAT's by a majority of the roster. Rescheduling a game has a domino effect that impacts not just the visiting team, but also the referees and field personnel. Even games cancelled due to weather or air quality will not be able to be rescheduled due to timing within the season. GHSC makes every effort to give all teams 10 games but cannot offer a guarantee.

If a coach cannot attend a scheduled game, his or her approved assistant coach may step in and coach. If the assistant coach or another parent is not available, the head coach is to contact their Age Group Coordinator so that a replacement coach can be found. Any approved GHSC coach may coach any team within GHSC.

50% Playing Time:

GHSC follows recreational guidelines in expecting that every player on the team will play at least 50% of every game. When circumstances such as injury, lack of stamina, or lack of substitution opportunities prevent the coach from playing everyone 50% of the game, the coach will make every effort to make up the lost time in the next game.

Game Time Periods:

The times for games will be as follows:

U6: four (4) six (6) minute quarters with a three (3) minute rest period between each quarter.

U8: four (4) eight (8) minute quarters with a five (5) minute rest period between each quarter.

U10: two (2) twenty-five (25) minute halves with a ten (10) minute rest period between halves.

U12: two (2) thirty (30) minute halves with a ten (10) minute rest period between halves.

U14: two (2) thirty-five (35) minute halves with a ten (10) rest period between halves.

U16: two (2) forty (40) minute halves with a ten (10) minute rest period between halves.

U19: two (2) forty-five (45) minute halves with a ten (10) minute rest period between halves.

Regulation Number of Players on the Field per Age Group:

U6 – three (3) vs. three (3) on two (2) adjacent fields.

U8 – four (4) vs. four (4) on two (2) adjacent fields.

U10 – seven (7) vs. seven (7)

U12 – nine (9) vs. nine (9)

U14 – eleven (11) vs. eleven (11)

U16 – eleven (11) vs. eleven (11)

U19 – eleven (11) vs. eleven (11)

Minimum Players per Team In Order to Begin the Game:

To begin a regulation game:

U6 will play with a minimum of three (3) players. Reduce the number of active fields or borrow from the other team if there are players missing.

U8 will play with a minimum of four (4) players. Play on one field if necessary and borrow from the other team.

U10 will play with a minimum of five (5) players.

U12 will play with a minimum of six (6) players.

U14-U19 will play with a minimum of seven (7) players.

Game Protests:

GHSC follows the guidelines of the respective playing league (MKS for U8 and CSA for U10-12 and NorCal Super Rec for U14-U19) regarding game protests. Please see the respective league rules for details on protests.

All teams *must* notify the appropriate PAD Committee Chairperson and the GHSC President when any game is being protested. It is also advisable to report any protest to the appropriate AGC. Protests or official complaints of League rules violations during divisional or tournament games must be filed with that tournament's PAD Committee.

All protests must comply with the following rules:

- The Coach of the opposing team must be notified by the protester before leaving the field of play. If a Referee's ruling is being protested, the Referee must be so notified at the end of the game.
- Referee decisions that are purely judgment calls shall not be protested.
- All protests must be telephoned within forty-eight (48) hours to the PAD Committee Chairperson, and written notification (email is allowed) postmarked or time stamped within the same forty-eight (48) hours of the incident being protested.
- A fee of \$100 must accompany any protest to the PAD Committee. This will be returned if the protest is upheld by the PAD Committee, or if the decision is over-turned by a higher authority.
- The PAD Committee shall schedule weekly meetings via conference call during the playing season.
- The PAD Committee shall hear or consider every matter submitted at its next scheduled meeting.

If a team has lost or tied a scheduled game, that team may not win that game by protest. If a team which has lost or tied a scheduled game is awarded a favorable protest, that game will be rescheduled and replayed.

Field Closures for Rain:

During rainy weather, coaches need to check the City of Sacramento Fields Hot Line at **916-808-2336**. The phone lines are available 24 hours a day, 7 days a week. Alternatively, coaches can check the City's Facebook site at: <https://www.facebook.com/SacParks> on the left side, under "ABOUT". Please note that you do not have to be a member of Facebook in order to view the page.

The hotline and website are updated by 7:30am on Saturday/Sunday and 1:00 pm on Weekdays. If the fields are noted to be closed, Greenhaven Soccer Club home games and practices will be cancelled that entire day. Due to our permit agreements with the City, we must abide by their decision. No matter what the weather is like the day of practices or games, if there has been inclement weather prior to those days, coaches must check the field hotline or website and must abide by the City's decision. Any coach who fails to abide by the City's decision will be subject to disciplinary action.

For away games, head coaches are responsible for contacting the opposing coach or club to see if the game is cancelled or not.

Spectator Line:

In addition to standardized markings for soccer fields, and in the interest of player safety, all fields will be requested to mark a spectator and coach line on each side of the field. The spectator line should be twelve (12) feet (four large steps) from the touch line and run from penalty area to penalty area. If there is not a line, the referee will be responsible for moving all spectators back at least twelve (12) feet from the touch line. GHSC asks that their coaches assist the referees in keeping their spectators back the required distance from the touch line.

Uniform Policy

All GHSC teams must wear their full GHSC uniform (including socks) to all games. GHSC must submit a photo of our official uniform to our league partners for approval. This insures that no two clubs' colors or uniform style are too similar and that all numbers are easily visible.

GHSC's official club colors are green, gold and black. Failure to wear the full GHSC uniform to a match may result in a forfeit.

U6 teams may create an alternate jersey for their games as they play in-house only against other GHSC teams.

Certain U8-U19 recreational tournaments and regular season games between two GHSC teams do allow for alternate uniforms. An alternate uniform must have the GHSC Logo prominently displayed and must be pre-approved by the GHSC Board of Directors. U8-U19 alternate jerseys may not have a sponsor logo on the back per our governing body US Club Soccer.

If a team wishes to have special practice jerseys made, they may do so. U6 team practice jerseys may have a sponsor logo on the back. U8-U19 team practice jerseys may NOT have a sponsor logo on the back.

Coach Responsibilities:

- Coaches are responsible to obtain the uniforms and equipment for their team from the GHSC Equipment Coordinator on the scheduled dates for uniform/equipment pickup.
- At these pickup dates, Coaches are required to deposit a post-dated check made payable to GHSC in the amount of \$100.00 as security for the uniforms and equipment.
- Coaches are responsible to maintain a list of players and corresponding jersey numbers as well as contact information for each player's parents. This list shall be provided to the GHSC AGC prior to the first game of the season. The AGC shall then forward this list to the GHSC Equipment Coordinator.

- Coaches are responsible for the distribution of uniforms that are loaned out to players at the beginning of each season.
- Coaches are responsible to return all uniforms and equipment at the scheduled uniform/equipment return dates.
- Coaches will make all reasonable and diligent efforts to recover the uniforms loaned out to players. In the event that a Coach is unable to recover three (3) or more uniforms from his/her team, GHSC shall have the right to deposit the \$100.00 check provided to GHSC as security for the uniforms. GHSC Board of Directors shall have absolute discretion to determine if reasonable and diligent efforts by the coach have been made in cases where a Coach is unable to recover three (3) or more uniforms and if the \$100 check should be deposited. This policy by GHSC is not intended to penalize Coaches for unreturned uniforms, but to provide motivation to Coaches to make all reasonable and diligent efforts to insure the uniforms are returned and in good condition.

Parent Responsibilities:

- Parents are responsible to maintain the uniforms in good condition.
- Parents are responsible to return uniforms to the Coach by the end of the season at the date designated by the Coach.
- Parents are responsible to return the uniforms in a clean and undamaged condition.
- A Parent's failure to return an item or the return of an item in damaged condition will result in a bill sent to the player's parent/guardian for the cost of the lost or damaged item. Failure to pay a bill within the time specified will result in the bill amount being added to the player's next year's registration fees. Any players with an outstanding bill will not be allowed to register until that bill has been paid in full. This information will be included in the registration process and acknowledged by the person registering the player.

Heading the Ball

There is to be no heading in practices or games involving players in the U12 age group and younger. GHSC strongly discourages heading in the U14 age group. During U8-U12 games, if the game monitor or referee determines that the player intentionally headed the ball, the opposing team is given a direct free kick. If a player heads the ball in practice, the coach is to remind that player that heading is not allowed. If the player heads the ball a second time in practice, that player is to be pulled from the practice for the remainder of the session.

It is our hope that the coaches within GHSC will educate themselves by reading the growing body of articles that outline the ramifications of heading the ball at a young age.

Eliminating heading before high school provides a tremendous opportunity to both reduce brain injury and also improve soccer skill development. Governing bodies in other sports, such as USA Hockey and US Lacrosse, have adapted their rules to reduce exposure to brain trauma in younger athletes. The following evidence taken from the website of the Sports Legacy Institute (see link below) helped guide this decision:

1. **Heading can cause concussions.** At least 30% of concussions in soccer are caused by heading the ball or by attempting to head the ball and colliding with a player, object, or the ground.
2. **Even if a player doesn't receive a concussion, sub-concussive brain trauma can still occur.** Studies have shown that, even without sustaining a concussion, measurable brain abnormalities are detectable on advanced brain imaging associated with how often a player heads the ball.
3. **Concussions and sub-concussive brain trauma is especially risky for middle school aged children.** During the middle school years, children undergo critical periods of brain development.
4. **Younger children are less able to absorb impacts due to weak neck musculature.**
5. **Younger children less able to recognize when they have a concussion.** If concussions aren't reported, they can't be properly managed.
6. **Eliminating heading may also help players develop important foot skills early on.** Olympic and World Cup champion Cindy Parlow Cone believes that "with good coaching, heading skills can be learned during the high school years. Up until the high school age, the focus should be on coordination, technical skills and spatial awareness. Delaying headers, while still preparing players by teaching jumping, landing and neck strengthening not only will help make the sport safer but also is developmentally appropriate."

GHSC recommends to all our members that they read more on the topic:

<https://concussionfoundation.org/cte-resources/subconcussive-impacts>

Coaching Policy

Requirements:

All coaches who wish to coach in the GHSC must meet the following requirements:

1. Be 18 years of age or older.
2. Be willing and able to attend coaching clinics sponsored by GHSC and/or US Club.
3. Be committed to providing a safe and fun learning environment for the players.
4. Insure that either he or she, the team's assistant coach, or a team representative attend the mandatory coaching meeting(s). There will be one for coaches who are entirely new to GHSC or new to U8-U19 (even if he or she coached U6 the previous season) in July. There will also be one for all coaches (new and/or returning to U8-U19) in August. The AGC will hold the player

passes or rosters for any coach who fails to attend one or both (if applicable) of these meetings. This could result in a first game forfeit if requirements are not met.

5. U6 Coaches, and/or an assistant coach or team representative must attend the U6 mandatory coaches meeting in July.
6. Submit to US Club a background check and other coach registration requirements every other year.
7. Submit a picture for your coaching pass, if passes are utilized. Pictures must be a head shot with no hats or sunglasses. We will be collecting and/or taking photos at draft nights.
8. Sign and abide by the Coach Code of Conduct and have a parent/guardian sign the Parent/Player Code of Conduct.
9. Understand that all coaches are ultimately responsible for the conduct of their team's sideline during a game. Every coach should talk about proper sideline etiquette at their first team meeting, and have every parent and player sign the Code of Conduct. Coaches will carry the signed Code of Conduct forms in a binder to all practices and games and use it as a reminder warning to those parents who display inappropriate behavior. Coaches, parents/guardians, and players who fail to sign the Code of Conduct form will be immediately suspended from practice, game participation and sideline attendance until the document is signed.

Coach Concussion Training:

US Club has requirements for coach training in terms of recognizing and dealing with injuries, including concussions. All U6-U19 teams are in US Club. Please refer to the Coach Registration page on the GHSC website for further details and instructions regarding coach registration.

Code of Conduct:

The GHSC is fully committed to providing a safe environment for participants, officials and spectators. As such, the GHSC has zero tolerance for violent, threatening or abusive behavior by any player, coach, parent, spectator, volunteer, or official. Any level of abusive or threatening behavior by any of the above-named persons may be penalized by suspension or expulsion from GHSC.

Dominant Recreational Teams:

GHSC promotes the values of recreational soccer, and the club has a strong interest in insuring parity among its teams. In some cases, teams that begin as recreational teams within GHSC progress beyond the level of competition encountered in recreational soccer. As a result, the players are not being challenged and thus require stronger competition to continue learning and growing on the field.

Determining when a GHSC team has progressed beyond the recreational level is not a clear cut decision, but strong indicators include a team winning all or nearly all of its matches in the top grouping (especially over more than one season), a team winning the majority of its games by large margins, or a team regularly having to play down to its competition to avoid running up the score.

Dominant GHSC teams that are no longer challenged by the level of play in recreational soccer are encouraged to move to some other higher level select/competitive program. Dominant teams that choose not to move to a more competitive program will be evaluated on a case by case basis by the GHSC Board of Directors. The first step in this process is communication between the Board President, the appropriate AGC, VP and the coach about the values of recreational soccer and a discussion about whether the team in question has progressed beyond recreational soccer. The Board of Directors President, VP and AGC will discuss options with the coach and seek to resolve the issue informally (e.g. having the team move up in age group, having a few advanced players from the team move up, having a few advanced players move to another team in the same age group, etc.).

In cases where the Board of Directors President, VP, the AGC and the coach are not able to resolve the issue, the GHSC Board of Directors will follow an open and transparent process for determining if a team should remain in recreational soccer. This process will include allowing the issue to be discussed at a Board of Directors meeting during which the coach will have an opportunity to address the Board of Directors. If no satisfactory resolution is reached through informal discussions, the issue will be voted on by the GHSC Board of Directors. A 2/3 majority vote is required by the GHSC Board of Directors to remove a team from recreational soccer.

Coach Selection:

1. The following information is used to help GHSC select coaches. These requirements are also used if more than one coach wants to coach a team or if there are too many coaches for the number of teams in an age group.
 - A. Is the individual licensed as a coach? If so, what level?
 - B. Does the individual have a referee license?
 - C. Has the individual coached in GHSC or another club before?
 - D. Does the individual have any soccer playing experience?
 - E. Has the individual received red cards or code of conduct issues in the past?
 - F. How many players are returning to the team?
 - G. Does the individual have a history of quitting mid-season?

* Coaches that have been expelled from the club indefinitely may not return to coach.

2. Based on the number of players in the age group, the Registrar and AGC will determine how many coaches are needed.

If there are too many coaches for the number of teams, GHSC will accept returning coaches first as long as there were no problems in the prior season (e.g., but not limited to, red cards, code of conduct issues, failure to complete coaching responsibilities during the season, etc.). If there were issues, the AGC and Executive Officers will review the case and decide if the coach will be allowed to return.

If coaches do not have enough players to fill out the team, some teams may have to blend. If the coaches of the blending teams cannot agree on who will be the head coach, the AGC and the Executive Officers will make the decision based on the information in section 1.

If there are not enough coaches in an age group, the AGC will work with the Coaching Coordinator to recruit coaches.

The GHSC is committed to ensuring the most positive playing experience for each of our players. The application to coach does not insure that the individual will be selected to coach a team. The GHSC reserves the right to deny individuals the opportunity to coach.

Playing Up in an Older Age Group:

1. GHSC believes that players develop best when playing on “age pure” teams with children of the same age. Playing up can put players at a disadvantage due to size and emotional maturity.
2. For the current season, all players **EXCEPT** those in U6 and U7 (see section 4 below) may request to be allowed to play up two (2) birth years. Requests shall be presented to the appropriate AGC prior to team formation. The AGC will discuss the request with the coach and VP then render a decision. GHSC will make every effort to not bump out an age appropriate player in favor of a player who is requesting to play up.
3. Situations where playing up might be allowed:
 - A. Grandfather Rule – a player wanting to continue with the team from the prior year.
 - B. Sibling Preference – siblings wanting to be on the same team.
 - C. Grade Level – players who want to play with a team consisting of players at the same grade level.
4. U7 players are strongly discouraged from playing up to U9. Parents who believe that their children are physically and emotionally ready for the challenge may petition for permission to play up.

Playing Down in a Younger Age Group:

1. Our State governing body, US Club, does not allow a child to play below his or her age group due to small stature or lack of experience. On very rare occasions, an approval for a child to “play down” can be granted due to a medical condition. Proper documentation from a licensed physician and a majority vote by the US Club board of managers is required.

Team Selection:

1. The AGC will determine the maximum roster size per team based on the number of registered players in their age group.
2. Listed below are the maximum roster sizes per team for each age group pursuant to GHSC and US Club. Also listed below are the maximum numbers of players on the field at any one time per age group.

U6 – 14 players	3 vs. 3 on 2 small, adjacent fields.
U8 – 15 players	4 vs. 4 on 2 small, adjacent fields.
U10 – 13 players	7 vs. 7 on the field
U12 – 15 players	9 vs. 9 on the field
U14 – 18 players	11 vs. 11 on the field
U16 – 26 players	11 vs. 11 on the field
U19 – 26 players	11 vs. 11 on the field

3. Once coaches are chosen, team selection will begin through the draft process. Children of coaches and up to two assistant coaches are placed to the team they are coaching.

Returning players are players who wish to return to the same team or coach as the prior year. Coaches must take all returning players; if a coach refuses one returning player, then all returning players (except the children of the coach and assistant coach) will be placed in the open draft.

Requesting players are players that want to play for a coach or with friends on a team. GHSC will try to honor all parent and player requests if possible. A coach does not have to take a requesting player.

Open draft players are players that do not have a team or a coach preference; those players are selected onto teams by the draft order. Once all players are selected, the teams are considered formed.

Late registered players will be put onto teams with the fewest players until all teams have the same number of players. Please note that late registering players' coach and/or friend requests will not be granted if there is another team that is in need of players. Once all teams have the same number of players, players will be added following the draft order until each team reaches the maximum roster limit. Players registered after teams have been formed will be placed on a waiting list and added to teams with openings in the order in which they registered.

The Draft Process:

1. The dates for all draft nights will be set by the GHSC Board of Directors. Typically, they are in June. The AGCs are in charge of the draft night for their respective age group. One Executive Officer plus the GHSC Registrar will attend each draft. Parents, other than a team's coaches, are not allowed at drafts.
2. Transfers: GHSC will NOT transfer players from one team to another once the draft is completed. GHSC does not support transfers, because if one player gets transferred, then

others would want the same treatment. That would cause chaos, disruption and delays of team formation within the age groups.

3. The one exception to the above rule regarding transfers occurs if the AGC made a mistake in their pre-draft organization. In that case, the GHSC Executive Officers will review the situation and make a decision. There will be a seven (7)-day window from the date of the draft to make the correction if warranted.
4. GHSC will try to honor all coach and friend requests but cannot guarantee them.
5. On draft night, the AGC organizes the process, and begins by introducing everyone present.
 - A. Numbers representing the number of teams within an age group are placed in a hat. Coaches select a number, and that number represents the order of their pick within the draft.
 - B. An example of a four-team draft would look like this: coaches would follow this order for their selections: 1,2,3,4 for the first round. The numbers are reversed for the second round, as in 4,3,2,1. Third round: 1,2,3,4, etc., until all players have been selected.
 - C. The AGC will review the draft procedures and explain the three types of players in the draft: returning, requesting and open. The AGC will also update the coaches regarding any late registrants.
 - D. The draft begins and all the coach and assistant coach's children are added to the roster.
 - E. The coaches review all the returning players, and if all the coaches agree, the returning players are added to the appropriate coach's roster.
 - F. The coaches review all requesting players, and if all the coaches agree, then all requesting players are added to the rosters of the respective coaches. If there is a player that two or more coaches disagree about, and no verbal resolution can be reached, then that player will be placed in the open draft.
 - G. The coaches now draft from the open draft list in the order of the number they selected until all players have been placed on a team or the teams have reached the maximum roster size.
 - H. During the draft, a coach may be asked by the AGC to pass up their turn if they have more players on their roster than the rest of the teams. Once the other teams catch up in terms of roster size, the coach resumes picking.
 - I. GHSC strongly suggests that coaches draft players of the same age in order to establish age-pure teams. One benefit of age purity is that all the players can move up through the age groups together as a team.
 - J. GHSC prohibits recruitment of players from other teams within GHSC and from any of our US Club sister clubs. Coaches found to be recruiting will be asked to appear before the GHSC Board of Directors and be subject to disciplinary action.

Practice Policy

Practices shall begin no earlier than six weeks before the start of the regular season. Each season, the start date will be set by the GHSC Board of Directors and communicated to the coaches.

Each team shall practice no more than two times a week. Practice length shall be determined by the coach, but the player's age will be considered in this determination. For example, U8 teams are encouraged to practice for no more than an hour per session.

GHSC limits the practices to two (2) days a week because of limits in field availability and to keep the cost of permits down.

Guest player at practices: Guest players are NOT allowed to participate in practices. Only registered players who are rostered on the team may participate in practice.

GHSC teams may schedule a scrimmage with another club, but must have approval of the appropriate GHSC AGC, as well as both club's President or DOC, and may not bump another GHSC team off their practice field in order to scrimmage. The number of allowable scrimmages with a different club is at the discretion of the appropriate GHSC AGC, President or DOC.

The President, in conjunction with the Vice President, has the right to cancel practice in instances of extreme weather/air quality etc. This decision is binding despite what any government air quality indicator or thermometer says at the time of practice. Failure by any coach/team to abide by this decision may result in disciplinary measures, including suspension.

Grievance Policy

The purpose of the GHSC grievance procedure is to provide fair and uniform standards for filing and responding to complaints pertaining to any GHSC member involved in a GHSC sanctioned activity. The procedure applies only to the conduct of GHSC personnel and does not replace the US Club Protest and Discipline (PAD) review process.

The GHSC grievance procedures do not involve legal counsel or formal mediation. The procedure strongly recommends that all reasonable efforts be made by coaches, parents and community members to resolve grievances informally, but also provides a formal procedure for situations in which this cannot be done.

Player safety is a priority. Complaints involving allegations of abuse or other potential criminal offenses will be reported to law enforcement officials immediately.

Informal Resolution:

The GHSC encourages the informal resolution of disputes through regular and forthright communication. Issues, problems, or complaints should be brought to the attention of the team coaches and/or the AGC of the division as soon as they arise, so that they can be discussed and mediated with the objective of timely and satisfactory resolution for the parties involved.

In situations where it may be inappropriate to contact the coach and/or AGC (e.g. the dispute involves or poses a potential conflict of interest for the coach and AGC), the complainant may directly contact the GHSC Vice President. The VP will, in turn, submit a written complaint from the complainant to the Grievance Committee for review as provided below.

Formal Grievance Procedure:

If informal resolution with the team's coaches and/or AGC of the division is inappropriate or does not result in a satisfactory resolution for the parties involved, the matter will be referred to and reviewed by the GHSC Grievance Committee. The following procedures apply to the Grievance Committee:

- (A) The Grievance Committee will be established by the GHSC President and be composed of at least three (3) GHSC members of the Board of Directors, including at least one VP (on a rotating basis). The President will not be a member of this committee.
- (B) The Grievance Committee will not consider anonymous complaints. However, the Grievance Committee will do its best to respect the confidentiality of all parties.
- (C) The complainant shall prepare a formal, written (email preferred) complaint and provide a detailed description of the issue to the AGC of the division, except as provided above.
- (D) The AGC shall submit the complaint as timely as possible to the Chair of the Grievance Committee for review and final decision on the matter. Every attempt will be made to forward the complaint to the Chair of the Grievance Committee within two (2) days of receipt of the written complaint.
- (E) Complaints involving a referee should be filed with the GHSC Referee Coordinator, preferably in email form, and within 48 hours of the game in question.
- (F) The Grievance Committee will review the complaint and decide as a group on an appropriate course of action. Possible actions may include addressing the complaint with an individual, calling a meeting with the involved parties and recommending corrective actions that may range from training to suspension or expulsion from the GHSC, or recommendation to the Board of Directors for a partial or full refund including the volunteer fee.

- (G) The determination of the Grievance Committee shall be written, with a copy held by the GHSC Secretary and a copy provided to the GHSC President (for informational purposes only). Every attempt shall be made by the Grievance Committee to render a decision on the matter within seven (7) days of receipt of the complainant's written complaint.
- (H) Any decision made by the Grievance Committee is final and binding. Appeals of the Grievance Committee decisions will only be considered with significant new factual information i.e. video, photos, recordings etc. Appeals with significant new factual information can be forwarded with a written request to the club President and/or the Grievance Committee Chairperson. No other appeals shall be considered.

Code of Conduct:

The GHSC is fully committed to providing a safe environment for participants, officials and spectators. As such, the GHSC has zero tolerance for violent, threatening or abusive behavior by any player, coach, parent, spectator, volunteer, or official. Any level of abusive or threatening behavior by any of the above-named persons may be penalized by suspension or expulsion from the GHSC.

Referees

Referees for GHSC home games are assigned by the GHSC Referee Coordinator. GHSC has no control or jurisdiction regarding referees used in away games.

Evaluation Process:

All GHSC coaches are strongly encouraged to evaluate the referees after each game. This is the best way for GHSC to provide feedback to referees and improve the overall quality of officiating. This is especially important if a coach, or even a parent, has praise or a concern about a referee's conduct. The GHSC Referee Evaluation Forms can be found on the GHSC Forms page on our website. Please click under the heading "Coaches" and scroll down to the appropriate page titled "Forms." Copies of these forms are also found at the end of this manual.

For GHSC home game referees, all evaluations must be sent to the GHSC Referee Coordinator. He or she addresses any issues raised with the referee in question. At the next meeting of the GHSC Board of Directors following the receipt of the evaluation, the Referee Coordinator will give a report on any, and all evaluations received, as well as any action taken.

Referee System:

The U8 age group utilizes Game Monitors (one per field). The U10 age groups utilize a two-referee system. The U12 and above age groups utilize three referees. For home games, GHSC makes every effort to assign the desired number of referees to each game. Moreover, every effort is made to utilize veteran referees for the older age groups and to pair a newer referee with a veteran referee for the

younger age groups. However, there is an increasing shortage of referees in the greater Sacramento area. Therefore, in some cases GHSC has no choice but to assign fewer than the desired number of referees to the games.

Referee Payment:

Referee payments are now included in the U10 age groups' registration fees. For U8, GHSC uses volunteer Game Monitors, not certified referees. For U8 games, GHSC will provide the U8 Field Marshal with cash to offer pay the Game Monitor a gratuity for all home games. The Field Marshal will pay the Game Monitors a gratuity after every game worked. For U10 games, GHSC will provide cash to each coach to pay the referees. Coaches will sign a receipt for the cash at their coach meeting. Each U10 referee is paid in cash prior to the start of the game. **IMPORTANT:** In U10, if there is only one referee present, he or she is to be paid only their portion of the fees. Under no circumstances are they to be paid "double". If a referee demands double pay for working solo; refuse, and please report that referee to the GHSC Referee Coordinator as well as the appropriate AGC.

For the U12 and above age groups, the referee fees are included in the registration fees. The club referee assignor assigns payment for those referees via a monthly check.

Fundraising/Donations

Teams are allowed to organize and manage fundraisers and accept donations that will help offset team costs to families such as tournament fees, end of year parties, trophies, etc. Any money remaining after the stated purchase/use shall be donated back to GHSC for field maintenance. Teams are not allowed to keep a balance or open a bank account. Maximum value or amount of any donation to a team may not exceed \$500.

As a youth nonprofit organization, the GHSC reserves the right to not approve of certain types of fundraisers. To this extent, it is required that all teams request and receive GHSC Board of Directors approval regarding fundraising activities before a team proceeds with such.

The GHSC is organized and recognized as a nonprofit organization under Section 501(c)(3) of the IRS tax code, however not all funds may qualify as a tax-deductible donation and it is important to not make any claims about such until approval is received from your tax advisor.

GHSC will not accept donations that (a) would result in GHSC violating its corporate charter, (b) would result in GHSC losing its status as an IRC § 501(c)(3) not-for-profit organization, (c) are too difficult or too expensive to administer in relation to their value, (d) would result in any unacceptable consequences for GHSC, or (e) are for purposes outside GHSC's mission. Decisions on the restrictive nature of a donation, and its acceptance or refusal, shall be made by the GHSC President, in consultation with the GHSC Board of Directors.

Any funds given to a team as a simple monetary donation must be accompanied by a completed GHSC Donation Form at the time submitted to GHSC for processing. Donation checks should be made out to GHSC. The GHSC in turn, will issue back to the team a GHSC check in the full amount of the donation.

If submitting to GHSC funds collected from events such as car washes, garage sales, bake sales etc., a properly completed receipt stating the type of event and the amount of funds must be provided (see the forms in the appendix). Teams organizing such activities should appoint a lead volunteer who should contact the GHSC President to review procedures for handling of collected proceeds.

GHSC Parent/Player Code of Conduct

The Greenhaven Soccer Club requires parents/guardians to sign a code of conduct to help insure a fun, safe, and respectful soccer environment for everyone. Coaches sign a similar agreement. GHSC asks that you also help the coach by monitoring the sideline and doing your best to keep the atmosphere positive for the players. Remember, the behavior of our parents, spectators, players, and coaches is a reflection of our club. We expect everyone involved with the Greenhaven Soccer Club to hold themselves to the highest standards of sportsmanship.

A parent/guardian, along with the player, must sign the following agreement before the player will be allowed to practice or play in a game.

As a parent/spectator:

1. I recognize that the GHSC has a zero-tolerance policy for any violent, abusive, and threatening behavior exhibited by any parent, player, coach, or spectator.
2. I will demonstrate respect for all players, parents, coaches, and referees.
3. I acknowledge that I am a role model and will demonstrate appropriate conflict resolution techniques.
4. I will respect the judgment and strategy of the coach. If I have a concern or question, I will approach the coach in a respectful manner after the game. I will not "coach" from the sideline
5. I will not criticize or question the performance of the referees. If I have a concern about how the game was officiated, I will follow the proper protocol to file a complaint.
6. I will not engage in any verbal or physical altercation with an opposing player, parent or spectator.
7. I recognize that a successful outcome of the games is not solely based on the final score.
8. I will offer support and encouragement to all players.

I understand that failure to adhere to this code of conduct may result in the suspension or expulsion of me and/or my child from the Greenhaven Soccer Club.

Parent/Guardian _____
Print Name Signature

As a player:

1. I will refrain from using foul or abusive language during practice and games.
2. I will show respect to my coaches, teammates, and referees.
3. I will show respect to the opposing team, their coaches, and their spectators.
4. I will not engage in any verbal or physical altercation with anyone from my team or my opposing team.
5. I will exhibit good post game sportsmanship including an appropriate handshake with my opponents. I will win with grace and lose with dignity.
6. I will notify my coach if I will not be attending a practice or a game.

Player _____ Age Group _____

GHSC Coach/Assistant Coach Code of Conduct

The Greenhaven Soccer Club is fully committed to providing a safe environment for participants, officials and spectators. As such, the GHSC has zero tolerance for violent, threatening or abusive behavior by any player, coach, parent, spectator, volunteer, or official. Any level of abusive or threatening behavior by any of the above-named persons may be penalized by suspension or expulsion from Greenhaven Soccer.

As a coach, I understand the importance of providing every player and family with a positive experience while participating in the GHSC program.

I acknowledge that I have the privilege of developing my players' good catch soccer skills, as well as life skills. I will teach the players soccer skills in a developmentally appropriate manner with an eye towards keeping the atmosphere positive.

I will never ridicule or blame my players for making mistakes or losing a game. I will teach that we win as a team and lose as a team.

I am responsible for the conduct of everyone on my sideline, specifically as it relates to the referees, opposing coaches, players and spectators. I will insure that neither I, nor my players and spectators, will display hostile behavior during or after the game towards referees, or any member of the opposing team and sideline.

I will monitor my sideline to eliminate coaching, and the shouting of instructions by the parents and spectators.

I will stress that spectators should offer positive encouragement to all players.

I set the tone for my team and sideline, and I will behave respectfully towards all players, parents, referees, and opponents. I will actively discuss with my players the importance of character, ethics, and sportsmanship. I will never allow or participate in any type of boastful celebrations or other actions that demean individuals or the sport. I will be gracious in victory and accept defeat with dignity. At the end of each game, my players and I will give our opponents a handshake, and I will instill respect in pre- and post-game rituals.

If I fail to comply with this Coach Code of Conduct, or any other rules or regulations enacted by GHSC and its affiliates, I agree and understand that I am subject to disciplinary actions or sanctions, including, but not limited to, suspension or expulsion from coaching in GHSC.

By signing this document, I acknowledge that I agree to this Coach Code of Conduct.

Coach Signature: _____ Date: _____

Coach Name (Printed) _____

GHSC Board of Directors Member Code of Conduct

I recognize that as a Board of Directors member of Greenhaven Soccer Club (GHSC), I owe a responsibility to the club to:

1. Manage assets and make decisions for the best interests, fiscal and otherwise, of the club,
2. Serve the organization with my utmost effort, dedication, and support, and complete my duties in a timely matter
3. Maintain personal and professional integrity any time I hold myself out as a Board of Directors member of GHSC,
4. Perform my duties in a timely matter and respond to requests within 48 hours. When this is not possible, make sure someone else is handling matters in your absence,
5. Contribute to the conversation, whether within Board of Directors meetings or out. I will give my opinions and ideas for the betterment of the club,
6. Not abuse my position as a Board of Directors member by suggesting to any club volunteer or member that I am entitled to or expect any special treatment beyond regular members of the organization,
7. Declare any conflict of interest, be it real, potential, or apparent, which is not immediately obvious with regard to any matter being discussed in my presence during a meeting, if the Board of Directors decides at any time during a meeting that I have a conflict, I will accept their request that I refrain from participating in the discussion and I will leave the meeting at the Board of Directors' request, I understand that the Board of Directors' decision will be recorded in the minutes, either with or without the reasons for the decision being also recorded,
8. Not knowingly take advantage of or benefit from information that is obtained in the course of my official duties and responsibilities as a Board of Directors member, and that is not generally available to membership, and
9. Refrain from expressing opinions unrelated to GHSC's business while holding oneself out as a Board of Directors member of GHSC.

In the event of a breach of these responsibilities, one warning will be given. If the warning goes unheeded, further disciplinary action will be taken, up to and including dismissal from the Board of Directors.

I have read and I accept Greenhaven Soccer Club's Code of Conduct for Board of Directors Members

Date: _____

Board of Directors member printed name: _____

Board of Directors member signature: _____

GHSC Financial Assistance Request

Player Name(s) _____

Age Group(s)/Gender _____

Parent/Guardian Name _____

Address _____

Phone _____

Email _____

Total # of Children registering for GHSC: _____ Age of Children: _____

_____ Statement of Financial Need:

How much of the registration fee can be paid? _____

Optional: Request to pay full fees in monthly installments: 2 or 3 months _____

Note: fees must be paid in full before practice begins.

Required documentation: All required documentation must be current and submitted at the same time with this application to be considered.

Please circle if you receive any of the following assistance:

Cash-Aide / Cal-Fresh / Reduced School Lunch

Additional information the Financial Assistance Committee should consider:

By signing below, I declare that the above information is truthful and accurate. I understand that GHSC can only offer assistance in the way of reduced registration fee and all other fees related to season's expenses (i.e. referee fees, trophy, etc.) are still my responsibility to pay.

Families receiving financial assistance are required to complete their volunteer hours for the club. If this obligation is not fulfilled, you will not be eligible for financial assistance in the future.

Parent/Guardian Signature _____ Date: _____

GHSC COACH'S REFEREE EVALUATION

Date of Game	Time of Game	Field	Level
Home Team		Visiting Team	

REFEREE

Professional Appearance & Manner	Yes	No
Appeared Physically Fit Throughout	Yes	No
Consistent Decision Making	Yes	No
Penalized Tackles from Behind	Yes	No
Use of Advantage	Yes	No
Use of Caution/Ejection	Yes	No
Proper Estimation of 10 Yards	Yes	No
Dealt with Encroachment	Yes	No
Dealt with Dissent	Yes	No
Dealt with Time Wasting	Yes	No

Rating (10 highest – 1 lowest) _____

ASSISTANT REFEREE (BENCH SIDE) ASSISTANT REFEREE (FAR SIDE)

Kept up with second to last defender	Yes	No	Yes	No
Cognizant of play around him/her	Yes	No	Yes	No

Comments:

Name of Coach:

Please send to David Simmons, Fax (209)744-0401 E-mail redcard69@hotmail.com or turn in with your game card

GHSC DONATION FORM

The GHSC gratefully accepts donations to assist our organization in its mission to provide an enjoyable youth soccer experience for every member of our club. The GHSC was formed in 1976 as a non-profit organization recorded on file with the IRS as 501(c)(3) designation. Our federal tax identification number is 68-0179973.

All donations go directly to GHSC General Fund and will be used in such a way that benefits the entire club, such as field maintenance. Donations may also be made to a team designated by the donor (as indicated below). Upon receiving approval for the GHSC Board of Directors, teams may use donated funds to assist players in paying for tournament fees, end of year gifts for the players, the end of year team party, etc.

Donations are accepted under the understanding that no services or products are provided in exchange for monies received. Please consult with your tax advisor to see if your donation is tax deductible.

Donor Name _____

Donor Contact (if donor is a business) _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Email or Website _____

Amount of Donation _____ Date _____

Purpose or Team Designation _____

Name and Title of GHSC Representative _____

Signature of GHSC Representative _____

PLEASE MAKE ALL CHECKS PAYABLE TO GHSC

GHSC

PO BOX 22790

Sacramento, CA 95822

Please make and retain a copy of this form for tax purposes

GHSC RECEIPT FOR DEPOSIT OF FUNDRAISING MONIES

TEAM NAME: _____

CONTACT PERSON: _____

PHONE NUMBER OR EMAIL: _____

FUNDRAISER ACTIVITY: _____

CASH TOTAL SUBMITTED: _____

CHECKS TOTAL SUBMITTED: _____

TOTAL FUNDS SUBMITTED: _____

CHECK PAYABLE TO: _____

ADDRESS: _____

Contact the GHSC Treasurer for coordinating submitting funds to GHSC for deposit.
Treasurer@greenhavensoccer.com Please put GHSC in the subject line.