

# **College Station Soccer Club Coach's Manual**

# COLLEGE STATION SOCCER CLUB

## General Guidelines for Coaches

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Thank you for donating your time, energy and leadership to our kids. Without people like you, this league could not function. Whether you are a first-timer or a rugged veteran, we hope the following information helps your season run smoothly. We are always interested in gaining additional insights into helping other coaches. If you have any tips that would add to this list, please email the comments/suggestions link on the web page at [www.cssoccer.com](http://www.cssoccer.com).

### Getting Started:

- As soon as you receive your roster, decide on a day, time and place to meet for the first team meeting and practice with your team. If you going to coach more than one team please notify your coordinators and advise them which divisions you will be playing and we will attempt to coordinate your games schedules to avoid scheduling problems.
- Contact all players on your team ASAP and notify them that you are their coach and when and where the first team meeting and practice will be.
- Give the parents your contact information including phone numbers and email address.
- Remind your kids that they need to wear shin guards and cleats. They should bring water bottles and a soccer ball to every practice and game.

### First Team\Parent Meeting:

- During the first team meeting, ask the players and parents to introduce themselves. Pass around a sheet for the parents to list their important contact information (phone numbers and email addresses). Put a roster together and hand out to all the parents by your second practice.
- If you don't already have an assistant coach, use this time to recruit one. During practice it is helpful to have one or more parents to help so you can run several drills at one time. Doing so allows a lower player-to-coach ratio.

- Discuss your coaching philosophy and goals.
- Discuss what is expected of parents (transportation, carpooling, communication, sportsmanship. Remind the parents that this is a recreational league geared to give the kids the best experience possible and that the game is supposed to be fun. Let them know that kids will respond a lot better to positive works and encouragement rather than negative works. Also tell parents that during games they can yell support for the team as much as they want, but only the head coach is allowed to communicate in any form with the referee. Absolutely no yelling or profanity is allowed on the fields towards anybody including referees, coaches or other parents. If you have any problems with anyone please notify your division coordinator.
- Discuss what is expected of the players.
- Identify a Team Parent that will coordinate snacks and the team party
- Designate a Team Delegate. Your team delegate represents your team at the College Station Soccer Club board meetings and is entitled to a vote on issues that could effect you and your team. You must report your Designated Team Delegate to your division coordinator no later than your first scheduled game, to secure voting privileges for your team at Board meetings.
- Hand out your uniforms to the kids.
- If you have any players that drop or do not ever show up, please call me.

### **KidSafe Badges:**

- All coaches, assistant coaches and any other adults that work with the children are required to obtain a KidSafe badge. Log on to the STYSA website ([www.stxsoccer.org](http://www.stxsoccer.org)) complete the Kidsafe application and obtain your confirmation number. Send an email to your division coordinator with your name, confirmation and team. After we receive the badges they will be distributed to you. You are required to wear your badge at all practices, games and/or other CSSC sponsored events. (you will be checked).

*Excerpt from CSSC Bylaws:*

**Bylaw 10-1: Requirement of Program**

The CSSC supports and endorses STYSA's "KidSafe" Program as a means to further safeguard the health and wellbeing of the CSSC players. The CSSC requires that all Board members, team coaches, assistant coaches and other adults (age eighteen or older) who work closely with players during practices, games and/or other CSSC sponsored events must obtain a KidSafe badge through STYSA.

The CSSC requires that all adults required to obtain a KidSafe badge must wear the badge during all practices, games and other CSSC sponsored events. This requirement does not include post-season parties or other team-only social events.

If an individual has been approved for a badge but has not yet received it, they are required to carry on their person, at all CSSC events, the application acknowledgement page which displays the confirmation number.

**Bylaw 10-2: Failure to Abide With Program**

Failure to wear the required KidSafe badge during CSSC sponsored events will result in the following disciplinary actions:

- **First offense** - Offender will be warned and the adult's name will be reported to the appropriate division coordinator for future reference.
- **Second offense** - If the offender is a team coach, he will be asked to leave the players' sideline (during a game) or otherwise abandon his coaching duties. The team will be supervised by the remaining coach(es). If no other coach is available, the CSSC official who observed the infraction will choose one parent from that team to act as team coach for the remainder of the event. The offender shall meet with the CSSC Board to determine the reason for the infraction and to develop strategies for preventing future infractions.

## **Practices:**

- Use practice fields such as grassy areas at all the elementary schools (College Hills, Rock Prairie, South Knoll, Southwood Valley, and Pebble Creek), intermediate schools (Oakwood and Cypress Grove), middle schools (CSMS and AMCMS). Use city parks at Thomas Park, Gabbard Park, Bee Creek Park Sandstone, Brothers Pond Park and Edelwiess Park.
- Each team is allowed to use only one half of a field.
- Game fields will be available for practice on an assigned basis.

## **Games:**

- Read and familiarize yourself with the rules given to you in your coach's packet.
- Have your players arrive at least 15 minutes before the scheduled start time.
- Parents will be requested to sit on one side of the field and both teams will be on the opposite side of the field.
- Hold a warm up activity. Keep the mood light.
- Meet with the other coach and the referee before the game to discuss the referee's preferences and confirm rules.
- As much as possible give all players equal playing time.
- At the end of the games, have your players line up on the center line and congratulate your opponent. Seek out the other coach and thank him as well.
- The only kids that can play on your team are the ones registered on your roster. Do not allow siblings, friends or unregistered players to practice or play with your team. You may put yourself, the child and the College Station Soccer Club at risk of injury and/or liability.

## **Equipment:**

- The equipment is the property of the College Station Soccer club.
- All equipment must be turned in at the end of the season.
- The equipment coordinators are Jose and Gracie Saenz. They can be contacted at 693-1994.
- Do not leave the equipment in your automobile for long periods of time.
- The soccer balls should be inflated to the specifications suggested by the manufacturer (9 – 12 psi)
- Please call during the season if you need replacement soccer balls.
- If you plan on coaching the next season contact your division coordinator and keep your equipment in a safe place. If you will not be coaching next season, please return your equipment to your division coordinator.

## **Rain-out:**

- To find out if a game is **rained out**, please call **764-3749** or check the CSSC website at [www.cssoccer.com](http://www.cssoccer.com). The City will not make decisions on Saturday's games until 7:00 a.m. The website and number will be updated as soon as we are notified.
- The soccer club does not make the decision whether or not to play. The City Parks and Recreation department makes the decision and then records the message for the rainout number.
- If a game is rained out, the official rainout policy is to play the game one week and five hours later. CSSC will provide referees for the makeup game.
- If you choose to coordinate a makeup game with the opposing coach at a time different from that, you must notify the division coordinator so that we can advise the referee not to be there at the official makeup time. No referee will be available if you schedule a make-up game different than the official makeup time.

## **General:**

- The CSSC holds a monthly board meeting on the first Thursday of every month at 7:00 p.m. at the Teen Exit Center located on Rock Prairie Road.
- The CSSC has a voice mail box at 691-2460, 24 hours a day. If a parent has a suggestion or comment please encourage them to use this number. The club officers will get back with the parent in a timely manner. Parents are also encouraged to email their suggestions and/or comments at the comments link at [www.cssoccer.com](http://www.cssoccer.com)