

2009/2010 AYSO AREA 10W

U14, U12 and U10 League & Allstars Playoffs

Tournament Operating Procedures

Open Registration

Balanced Teams

Everyone Plays



Positive Coaching

Good Sportsmanship

Player Development

Welcome to AYSO Area 10-W U14, U12 and U10 League and Allstars Playoffs. These Area 10W Playoff Tournament Operating Procedures have been established to set a standard under which all teams will compete in the tournament. Our goal is to ensure **FAIR, SAFE, and FUN** for all of the teams playing in the tournament. Your knowledge of these Operating Procedures could be the difference between happy times, or a disappointing experience for you and your team as these Operating Procedures will be enforced. All coaches, players and spectators are urged to read and follow these Operating Procedures with a positive and sporting spirit, for the benefit of all of the young people who participate and play soccer in our respective programs – teammates and opponents alike. These Operating Procedures do not replace AYSO Rules and Regulations, Section 10 Policies and Area 10W Operating Procedures, but are to supplement and clarify those areas that are playoff related.

I. PLAYOFF TOURNAMENT COORDINATION & CONDUCT

The coordination of these tournaments is the responsibility of the Area Director, the Area Referee Administrator –, the Area Tournament Director, Area Coach Administrator, and the tournament Staff.

All decisions concerning field assignments, scheduling, location, rescheduling, and dispute resolution will be made by and at the direction of the Area Director or his designated representative. The nine Regional Commissioners (RC) from Area 10W, as shown in Table 1. have established and approved the rules and format of this tournament. In accordance with AYSO and Section 10 policy, each Regional Commissioner is responsible for the conduct of his/her coaches, players, parents and other spectators from his/her region.

Table 1. Area 10W Regions

Region	Name
39	Ventura
68	Camarillo
82	Santa Paula
122	Santa Barbara
147	Ojai
148	South Oxnard
242	Fillmore
304	North Oxnard
683	Carpinteria

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As the hosting regions for these playoffs, the Camarillo and Ventura Regional Commissioners will be the designated representatives of their respective fields. Area staff members will be present at all sites to assist. Other Regional Commissioners will be assigned to specific sites to assist the host Regional Commissioners.

Every Coach is responsible for the conduct of his/her players and their team's spectators, all of whom are expected to display positive support and good sportsmanship consistent with the AYSO philosophy. It is through tournaments of this type that our young people get lasting impressions. Their attitude towards the volunteer referees, other players and tournament staff must always be positive. Failure to comply may result in disqualification from further play in this tournament and/or forfeit the right to represent Area 10W in Section 10 Playoffs.

II. SCHEDULE/FORMAT

- 1. Area 10W League Championship:** The tournament format is divided into two week ends, week 1 is pool play and week 2 is a single elimination tournament. League pool play begins **December 5-6, 2009**. Teams will be randomly placed into pools of 4 or 5 teams. All teams will play a minimum of three games. All teams will play all of the other teams in their pool. Points will be accumulated as indicated in the Points and Tie Breaking section of these Procedures, including the awarding of parent participation points, mandatory coach meeting points, correct eAYSO team roster points, complete uniform inspection points and sideline cleanliness points. Eight teams from each Division will advance from Pool play, with Pool winners, first runners-up or selected teams advancing to a championship single elimination format in week 2 on **December 12-13, 2009**. Pool play will be accomplished at multiple sites over a single weekend. Teams will play two games in a day. Rain make up dates will be **December 19-20, 2009**. Winners and runner-ups of the Area 10W Playoff Tournament **may** be invited to participate in Section 10 playoffs as the Area representatives. However, per Section 10 playoffs rules, each team must have a coach who is Safe Haven certified and age specific certified as of **October 1, 2009**. If teams representing Area W to Section Playoffs have only certified coaches without certified assistant coaches, they must ask their respective regions for help to supply qualified assistant coaches at Section Playoffs. If regions cannot provide qualified assistant coaches, notify Area Director or his designee immediately so that Area will provide stand-in qualified assistant coach. The stand-in assistant coach will not coach the team in practice or game unless the team coach for whatever reasons is sent off by the referee before, during or after the game. Any team without an appropriate certified coach cannot advance to Section Playoffs. In addition, Section Playoffs qualified teams (players, coaches and spectators) must demonstrate good behavior throughout the Area Playoffs. Any team that does not follow **AYSO Philosophies** will be replaced as Area 10W representative. Area Director will make the final decision on teams representing Area 10W to Section 10 Playoffs.
- 2. Area 10W Allstars Championship:** The tournament format is divided into two weekends, week 1 is pool play and week 2 is a single elimination tournament. Allstars pool play begins on **January 16-17, 2010**. Championship single elimination rounds starts on **January 23-24, 2010**. Rain makeup dates will be **February 6-7, 2010**. The same pool play and single elimination Guidelines (stated above) apply to Allstars also. At a minimum, U14 Allstars teams must have 14 players, U12 teams 12 players and U10 teams 9 players, respectively. However, it is the choice of the region to have 15 players for U14 and 10 players for U10 teams. Teams entered in Area 10W Allstars Playoffs and Section 10 Allstars Playoffs **must** have a coach and an assistant coach. Both coaches must be Safe Haven certified and age appropriate coaching certified as of **October 1, 2009**.
- 3. Substitution:** In any single game, no player shall play **four quarters** until every player on the team has an opportunity to play **three quarters**. If a player shows up late in a game, or injured during play, this player may only play 1 or 2 quarters according to National Rules and Regulations.

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III. ELIGIBILITY

1. Only eligible AYSO registered players from the fall 2009 season in each Region are eligible to participate. The Regional Commissioner must approve his/her Region's participating Coaches and certify the eligibility of all players.
2. Players must have been registered and shall have played on their team prior to their Region's registration cut-off date, but may not register and play their first game any later than October 1, 2009 exclusive to the player newly registered by October 31, 2009 and approved by the Regional Commissioner.. No League Team may be formed (from smaller teams) after 10/1/09. Only regular fall season teams may participate in the league portion of the Area 10W tournament. All league teams must have been balanced in accordance with approved AYSO, Section 10, Area 10W, and Regional policies. Players for Allstars teams must play at least 50% of their regular league (**Primary**) games before Regional Playoffs. Regions with multiple Allstars teams in a particular division must have those teams balanced.
3. Roster changes for a league team may not be made after October 1, 2009 exclusive to the player newly registered by October 31, 2009 and approved by the Regional Commissioner.
4. **LEAGUE:** To participate in Area play, coaches, in addition to any regional requirements, **MUST** be registered as volunteers in **eAYSO (2009)** and must be **SAFE HAVEN** certified. TO advance to Section play, coaches ALSO must have completed the appropriate coach training to participate in Area Playoffs.
 - U10 coaches must be trained at the AYSO U10 coach course level or higher
 - U12 coaches must be trained at the AYSO U12 coach course level or higher
 - U14 coaches must have completed the AYSO Intermediate coach course or higher

Certified coaches cannot "stand in" for uncertified coaches. Only **SAFE HAVEN** certified coaches and assistant coaches with the appropriate coach training are allowed in the coach's box during matches. Each team must have at least one qualified coach or assistant coach.

5. **BOTH** the All-Star Coaches and assistant coaches, in addition to any regional requirements, **MUST** be registered as volunteers in **eAYSO (2009)**, must be **SAFE HAVEN** certified and have completed the appropriate coach training to participate in Area Playoffs.
 - U10 coaches must be trained at the AYSO U10 coach course level or higher
 - U12 coaches must be trained at the AYSO U12 coach course level or higher
 - U14 coaches must have completed the AYSO Intermediate coach course or higher

Certified coaches cannot "stand in" for uncertified coaches. Only **SAFE HAVEN** certified coaches and assistant coaches with the appropriate coach training are allowed in the coach's box during matches. Each team must have **BOTH** a qualified coach AND a qualified assistant coach.

6. **Players under Doctor's Care.** Upon a return to active play after treatment for any injury, all players under a doctor's care must present a signed release (on the attending physician's letterhead) with the doctor's permission to return to active play. Such releases shall be presented to the regional commissioner who has the responsibility of informing and certifying to the Area Director or designee that the child may return to active play with the physician's permission. A copy of the signed release must be filed with Area 10W Safety Director as record.

IV VOLUNTEER and FIELD RESPONSIBILITIES

Volunteers for the kids in Area 10W run this tournament. Regions will be asked to provide referees and parents to ensure the best possible tournament possible. Pool points will be awarded for those teams and regions that live up to their commitment.

1. **REFEREES:** Regions will provide three-person referee teams for all assigned games. The Area Referee Administrator (ARA) or designee will make the assignments. Regions will be assigned games proportionally to the number of teams playing in the area tournament. All Referees **MUST** be registered as a volunteer for

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the FS2009, trained at least as a Regional Referee level and Safe Haven certified.

- Youth referees with at least 2 years experience and an Intermediate or Advance badge will be permitted to referee in this tournament.** Said youth referees must referee in games BELOW their own age group. It is strongly recommended that an adult monitor accompany said youth referee to the referee assignment. Less experienced youth referees certified as Regional Referee may serve as Assistant Referees. All youth referees MUST have their signed Youth Referee Volunteer Form on them at all times.
- Parents:** The Region (and its teams) will assist the in the preparation of the fields at the various sites, including marking and goal set-up and takedown and trash pick up. Field duties will be assigned to each team. It is the responsibilities of the parent to complete the duty assignment so that the tournament will be run smoothly.
- For the first scheduled game each day the Team's parents must be available 45 minutes prior to the first game of the day to help set-up the fields, goals, nets and flags. Teams playing the last scheduled game will remain to take down the field equipment, collect trash, and collecting it for Area staff pick-up. **The field equipment is the property of the host Region; take care of it as if it were yours. Any damage to nets or goals caused by non-players is the financial responsibility of the team from which they are associated.**
- At all times it is the responsibility of all teams and their spectators to clean up their trash at the end of each match. Our permits to use the facilities make it mandatory we leave the fields clean. Contact a field official when trashcans become nearly full. There are extra trash bags. **Failure to comply with cleaning of the fields and sidelines after each game will result in loss of pool play points.**
- The host Regional Commissioner will organize field preparation at each site. Area Director will assign other regions to help.

V. POINTS AND TIE-BREAKING PROCEDURES

The criteria for advancing to Single Elimination Championship rounds will be based on the results of the Pool play round. Pool play points will be awarded for each game played as follows:

Table 2. Pool Point Awarded Per Game

Condition	Points Awarded
Win	6
Tie	3
Shutout	1
Goal	1 for each goal (max of 3 per game)

In addition:

- One pool point is added per game** when a team cleans up its sideline at the end of every game.
- Each team will provide one parent per game played to be either field monitor or field table help. Assignment will be made by Area. Parents should be expected to be on duty for one game or one hour. They will be working either before or after their children's game. For each completed assignment, one pool point is added to the team's standings.
- One pool point is added to the team when the coach or assistant coach or one of the team parents attends the mandatory coach meeting.

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4. One pool point is added per game when a team turns in a correct eAYSO team roster at the coach meeting. For example, when a team turns in a correct eAYSO team roster at the coach meeting, that team will receive 3 pool points for its three games in pool play of a four team pool. Allstars teams can amend their team roster up to the first team check-in for the playoffs. If by the end of pool play, a team is still have no eAYSO team roster on file in Area, such team will not advance to the championship elimination rounds.
5. For each three (3) misconduct point points accumulated by a team during pool play **2 pool** points are deducted from the team's standings. A sending-off (red card) equals three (3) misconduct points; a caution (yellow card) equals one (1) misconduct point. This point accumulation applies to players, coaches and spectators.
6. All pool points will be added for the final standing. In case of uneven number of teams in different pools, the final total pool points will be adjusted to the same as a four team pool. For example, the total pool points of a team from a five teams pool will be multiply by 0.75 (3/4) since teams from a four teams pool play 3 games each whereas teams from a five teams pool play 4 games each, respectively.
7. If a team forfeits a game during pool play then all games played against that team will be scored as a forfeit, 1-0 (8) points. Forfeiture means
 - A team is not ready at game time
 - A team is using an illegal player
 - The coach is send off by referee and the team does not have a qualified assistant coach
 - Number of players is reduced to below the required number as a result of having player or players sent off by referee or as a result of a player is injured and cannot continue to play.

For example, a 3-0 win would result in 10 points for the winning team (6 for win, 3 for goals and 1 for shutout) and none for the losing team.

In event of ties in pool points, the following criteria will be used to break the tie:

1. Least number of sending-offs (Red Cards)
2. Least number of cautions (Yellow Cards)
3. Winner of Head-to-Head Play
4. Most wins
5. Least goals allowed.
6. Most goals scored (maximum of 3 per game)
7. If a tie still exists after application of the six factors, and the tie determines which team advances to play in the Quarter Final, the Kicks from the Penalty Mark (a shootout) in accordance with FIFA Law of the Game will be held at the conclusion of Pool Play. If the tie only determines seeding for Quarter Final or if a shootout is not feasible for any reason, then at the discretion of the Area Director or designee, a coin-flip will be used to break the tie. If more than two teams are tie, then a coin-flip will determine the seeds to a three-way shootout.
8. Coin flips.

In the event there are 4 and 5 team pools in a division, the pool points from teams in a 5 team pool will be multiplied by 0.75 so that they will have the similar value of teams from 4 team pool.

All single elimination games will be played to conclusion. In case of a tie after regulation, the overtime will consist of two five minute halves playing to conclusion. There is no golden goal. If there is still a tie in the championship games, shootouts (Kicks from the Penalty Mark) may be taken at a neutral field. Teams and their spectators must move to this alternate site as quickly as possible.

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VI. REGISTRATION FORMS, TEAM CHECK-IN & UNIFORMS

Forfeit time is game time. The teams must complete check-in before scheduled game time (there may be allowances due to delay by the Area staff). A minimum of 7 players for U14 (11v11) is required to play a game. A minimum of 6 players is needed for U12 (9v9) and 5 players for U10 (7v7). The match begins at team check-in and ends when the referee team has left the field area.

The Coach will have ready for inspection the valid Player Registration Form for each player on the team. All forms must have an original signature by the player's parent/guardian. The Regional Commissioner will be responsible for providing a signed **eAYSO team roster** to the site at which the team plays to certify eligibility.

Forty-five (45) minutes before the first playoff game time, the Coach and his/her Team will assemble at the team check-in area. All of the game card(s) for the day will be presented with all players listed in numeric order. Players will line up in numeric order and be holding their medical release.

- All players shall be in AYSO standard game-ready uniform with shoes and shin-guards on, matching shorts and jerseys tucked inside the shorts.
- All players' jerseys should be of the same color and match in style. If visible undergarments are worn, the color of the sleeve must be the same main color as the sleeve of the jersey or shirt or black or white. If the entire team choose to wear undergarments, the undergarment **MUST** be matching in color.
- All players shorts should be the same color and match in style
- All player's socks must be the same color and match their team-mates
- Shorts are not to be worn on or below the hip. If "sliding shorts" are visible beneath the short, they must the same color of the short of the team or black or white. If the entire team choose to wear undergarments, the undergarment **MUST** be matching in color.
- No bandannas are allowed.
- In case of inclement weather, sweat pants and sweatshirts (including turtlenecks) may be worn at the discretion of the referee. Such additional garments shall be of the same color and general style for all teammates who choose to wear them. Pants shall be worn over the shorts and shirts shall be worn under the jersey.
- No jewelry is allowed. Tape or band-aids over earrings or nose rings is **NOT** allowed.
- ONLY cloth hair bands and/or headbands that are plain or contain manufacturer's logo will be allowed.
- No face painting.
- Fingernails must not extend beyond the fingertip (mittens or gloves, provided by the player, may be worn over long fingernails). **Tape over fingernails is NOT allowed.**
- Nothing that can be interpreted as a danger to the player or others is allowed, however remote the possibility of the danger.
- Goal Keeper may wear a painter's cap (soft bill only).
- Wristbands are allowed **ONLY** to cover a medical bracelet.
- Commercially manufactured shin guards of the appropriate size are **MANDATORY** and must, in the judgment of the Area check-in staff and/or referee, afford a player reasonable amount of protection. Shin guards should be sized to fit closely around the bones of the ankle, and end underneath the knee. They should protect the shin by creating a semi-rigid armor in, cloth or foam, while allowing free movement of the leg. Socks must fully cover the shin guards.
- No cast or splint of any type is allowed. Removal of any type of cast or splint in order to participate shall disqualify the player from the playoffs.

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- When the team is properly assembled, the AYSO Registration Forms are to be given to each player to hold during check-in.
- The keeper's jersey cannot display any advertising-logos that are not AYSO Sponsors.
- It is inappropriate for coaches display on their person any inappropriate, non-AYSO acceptable symbols or is not Kid Zone compliant.
- AYSO will not prohibit the use of knee braces by players in AYSO events and programs; provided that the brace is adequately covered and padded in the judgment of the referee, so as to eliminate the possibility of its causing injury to the other players on the field of play.
- Kids Zone must be observed.
- No dogs or any animals will be allowed.

ALL players must be wearing an AYSO uniform that complies with all AYSO Rules and Regulations. No deviation is allowed. No names are allowed on the uniform. Players who leave the field for uniform non-compliance will not re-enter the field until the referee gives permission. *Keep the team's shorts standard, only the Region issues uniform set will be allowed!*

In case of a conflict in uniform color, the home team will be required to change (or wear pennies). The home team is listed first on the schedule. Alternate color pennies will be available at the check-in table. (A driver's license deposit will be required)

Players who have received treatment for an injury (or illness) shall present a signed AYSO Participation Release Form indicating the player by name and the permission to resume play. These releases must be provided to your commissioner who must certify to the Area Director the player may return to active play prior to check-in.

VII. SPORTSMANSHIP RULE

To avoid games ending with lopsided scores, Area 10W Board of Directors, which is composed of all 9 Regional Commissioners, is instituting a sportsmanship rule for the Area Playoffs Tournaments.

When a team is ahead by 5 goals (goal differential), the coach of the leading team shall make adjustments to dissuade his/her team from scoring. There are many methods. The leading coach shall use his/her judgment to accomplish the task. For example:

- Put the goalkeeper (GK) in as striker and switch with the team's best player as GK.
- Let the team's weaker players play the rest of the game and put them in as strikers and mid-fielders.
- Tell the players to play 3 touches or two touches.
- Put the stronger players as defenders and tell them do not cross the halfway line into the opponent's half.
- If the team is still scoring, have stronger players stand at the touch line by the halfway line next to the coach. If the opponent begins to score and dominate the game. Let the stronger players go back into the flow of the game. The goal of the winning team is to protect a shutout win but not to piling on scores. Any other techniques the coach can think of except playing keep away. The leading team shall not stop attacking if opportunity occurs but must use weaker players who may deserve a chance to score.

The referee team and/or Area 10W staff will notify the winning coach to pull back. The referee team is instructed to file a game report of any game with more than 5 goals differential. Field monitors will notify Area staff to observe the game if they feel the coach is not pulling back and running up scores. If in the opinion of the referee team, field monitors and Area staff, the leading coach ignores the warning and fails to pull back, he/she will be given a **CAUTION** for that game. Further abuse of the sportsmanship rule will result in that team NOT being selected as representative of Area 10W to go to Section 10 Playoffs.

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VIII. DISCIPLINARY ACTIONS: Yellow Cards & Red Cards

All disciplinary actions (cards) require a written report by the issuing referee. The Area Staff and applicable Region(s) will review disciplinary actions and will make a determination as to appropriate and/or any additional disciplinary action.

Violent, abusive, negative, and/or disruptive conduct toward opponents, referees or officials will not be tolerated. It is the responsibility of each coach to counsel his or her players and spectators regarding positive and sportsmanlike conduct at all times. It is not the referee's responsibility to control unruly players and spectators - IT IS THE JOB OF THE COACH TO DO SO! We expect coaches to do so by setting the best possible example with his or her behavior. Any violation of these conduct guidelines may result in discipline, including expulsion from the tournament, within the discretion of the Area Director or designee.

Players and substitutes who are sent off from a match for violent conduct and coaches who engage in violent or unacceptable behavior will be automatically suspended from participation in **ALL SUBSEQUENT MATCHES FOR THE REMAINDER OF THE TOURNAMENT.**

Players and substitutes who are sent off from a match for any other reason, and coaches who are asked by any official to leave a game, will be suspended from the NEXT match in which they are eligible to play.

Players, substitutes and coaches seeking another player, spectator, referee or official for the purpose of fighting or harassing another player, spectator, referee or official after a match, either on or in the vicinity of the playing fields, will be suspended from all further play during the remainder of the tournament. Additional sanctions may be deemed appropriate at the discretion of the Area Director or designee.

Players and substitutes who receive a send off (red card) or 2 cautions (yellow cards) during the tournament, and coaches accumulating a total of two match suspensions may be ineligible for any further participation for the remainder of the tournament and representing Area 10W in Section 10 Playoffs pending the ruling of the Disciplinary Hearing Committee.

Any player sent off for any reason must immediately leave the match and the vicinity of the playing fields accompanied by a supervising adult. There will be no substitution for that player for the remainder of the match. If no parent is present, tournament staff will escort the ejected player to the referee tent to sit until the game has been completed.

Any player or substitute committing a second caution offense (yellow card) in the same match will be sent off for the remainder of the match, and the participant will be ineligible for the next match in which the player otherwise would be eligible to play. If the individual committing a second caution offense (yellow card) is a player at the time, the team of that player must play short-handed. **Any player receiving a total of three yellow cards during this tournament will then be ineligible to play in their next scheduled match.**

Any player or coach suspended under these Procedures, who is found to have participated in a match from which he or she was suspended, shall be suspended for the next match in which he or she is eligible to play; and the game in which he or she illegally participated may be forfeit within the discretion of the Area Director or designee. Any offending coach may also be suspended for the balance of the tournament and additional sanctions may be deemed. A certified assistant coach must be available for the team to play.

Any team causing the termination of a match by any demonstration or disruption shall forfeit that match. Any team causing the termination of two matches for disciplinary reasons will be suspended for the remainder of the tournament.

IX. REFEREE REPORTS

Referees shall submit an official AYSO Game Misconduct Report and/or an Incident report in the event of:

- All cautions (yellow cards) and send-offs (red cards);
- Violent conduct of the players, and any conduct of coaches or spectators interfering with the control of the match;
- Abuse of AYSO minimum play rules which may come to the attention of the referee;

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- Any other action which in the referee's judgment merits a report.
- Sportsmanship rule violation.

Referees will complete the BACK of EVERY game card BEFORE turning in said card. In the event of disciplinary action, a Disciplinary Form will be available at the Referee Field Table.

Referee reports must be made to the Area Referee Administrator or designee with a copy to the Area Director or designee, and the Area statistician.

X. SIDELINES

No noisemakers of any kind will be allowed in use on the sidelines including, but not limited to, air horns, plastic horns, whistles and party favors.

Each Coach and assistant coach must remain in the technical area during the games, ten yards extended from the **halfway** line into each halves and one yard from the **touchline**. Spectators must stay behind the spectator control line.

The behavior of the parents or spectators is the responsibility of the coach. Any team parents or spectators who are asked by the referee or Area Staff to leave the field due to poor behavior may affect the team for not advancing to the Championship rounds or representing Area 10W in Section 10 Playoffs.

XI. RESCHEDULING DUE TO RAIN

Every effort will be made to play the games, even in the rain. In the event of a postponement, the Area will notify the nine regional commissioners. Rescheduling of games and sites will be made as soon as possible. Each Commissioner is responsible for notification of their coaches. The Area phone number for a play/no-play message is **(805) 983-8080**.

The Area has scheduled **December 19-20, 2009** and **February 6-7, 2010** as rain makeup dates for League and Allstars respectively.

XII. PROTESTS

There are no protests. If you have some positive constructive advice on how to improve our tournament games, your written input will be most welcome and considered by the Area Staff and its Regional Commissioners.

XIII. Discipline Hearing Committee

There will be a three-person discipline hearing committee. Due processing will be given to a coach who is suspended from the Area Playoffs, a team that is not invited to represent Area 10W to Section 10 Playoffs, etc. The committee members are from the pool of the following Area staff and/or Regional Commissioners:

Area Tournament Director: Ruben Gonzalez

Assistant Area Director: Charles (Chuck) Hawkins

Area Coach Administrator: Andrew (Andy) Roteman

Area Referee Administrator: Cindy Elliott

Area Management Administrator: Matt Winegar

Area Assistant Referee Administrator: Randy Lanouette

Neutral Regional Commissioner(s)

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XIV. SECTION REPRESENTATION

Area 10W reserves the right to designate any one of the participating teams, as its representative in Section 10 Playoffs. Section 10 League Playoffs is scheduled for **February 27-28, 2010** and Allstars **March 6-7, 2010** in Bakersfield.

Please check Area 10W website: www.ayso10w.org for more information or e-mail the Area Director, Archie Shum: ad10w@verizon.net

