



Mount Vernon Youth Soccer Association

Operating Policies adopted 15 March 2010 Amended 21 March 2011

Amendments

Amendments to these policies will be noted for the remainder of the calendar year in which they are enacted. After which, additions will appear as normal text and deleted items will be removed.

Amended items will appear as follows:

Underlined and Italic items/words are new additions to this document.

~~Strike through items have been deleted.~~

Section 80 - General Information About MVYSA

80.0 - MVYSA is committed to providing an opportunity for kids to play soccer in a recreational setting.

83.0 - MVYSA is operated by an all-volunteer Board of Directors and Coordinators. These volunteers dedicate many hours of their time so that this opportunity can exist each year. They are not paid for their efforts. We do not maintain any "office" space. This program is operated from the homes of its volunteers. We do not have a paid staff. If you are interested in volunteering to help, just visit our website or ask a current board member for information.

85.0 - MVYSA is registered with the U.S. Internal Revenue Service as a 501(c)(3) non-profit organization. We are not part of any government agency and do not receive government funding. We pay for our operating costs with many methods, including: Player registration fees, private and corporate sponsorships, donations, and fund raising.

87.0 - MVYSA does not accept or reject player registrations based on player talent, skill, ability, etc. MVYSA does not conduct "tryouts" or evaluations of players. Players are assigned to teams by the club Registrar in accordance with these policies and guidelines set by our sanctioning authorities.

Section 90 - Agreement

90.0 - All parents/guardians, coaches, and players, who register to participate with MVYSA agree to be bound to the terms set forth in these policies.

95.0 - These policies shall be made available to anyone wishing to participate in MVYSA programs. This availability may be in printed form, electronic form, or both.

97.0 - MVYSA reserves the right to make changes/modifications to these policies as it deems necessary. If at all possible, changes will only be made during the "off-season" (typically December 01 through April 15, annually).

Section 100 - Registration

110.0 - Regular registration: MVYSA shall determine, annually, when to hold its regular registration period. MVYSA shall accept registration for any child who is physically able to play the game of soccer and meets the age requirements for play, regardless of talent, skill, ability, etc. during the regular registration period. The only exception to this shall be parents/guardians and/or players who are deemed ineligible to participate for disciplinary reasons as determined by MVYSA or any other recognized sanctioning authorities.

120.0 - Late registration: Any registration that is not received, **and fees paid**, by the last day of the regular registration period will be regarded as a "late registration".

120.1 - MVYSA may accept late registrations on a "space-available" basis.

120.3 - MVYSA may charge an additional "late fee" for late registrations. Any such late fee shall be non-refundable.

130.0 - "Special Requests": MVYSA will allow parents/guardians to make a request for their child(ren) to play for a specific coach **or** with a specific "friend/buddy" (not both). All requests to play with a "friend/buddy" or coach shall **only** consist of **one (1)** name. If a request is made to play with more than one "friend/buddy", the entire request will be deleted and will not be reviewed when teams are assigned. The request process shall not be used as an attempt, by parents or coaches, to "hand-pick" specific players, or a group of players, for a team. If an attempt is made to request a coach **and** a friend/buddy, it will be the discretion of the club Registrar as to which request to review. The Registrar will have the authority to delete the entire request without further review. It will be understood that this is only a "request" and does not constitute a guarantee/promise of placement on any particular team. MVYSA will make a reasonable effort to honor special requests (except for "late registrations" as noted in 130.3 below). Parents/guardians will understand and accept that this is not always possible.

130.3 - If a registration is classified as "late registration" (See section 120.0 above), a special request can still be made, and may still be honored. However, MVYSA may also choose not to review/accept these "late" requests. The choice to honor any specific late requests does not obligate MVYSA to honor any others. The option to review these late requests shall be the sole discretion of the club Registrar and may be made on a case-by-case basis.

130.5 - If, for any reason, a special request is not honored, MVYSA will **not** provide advance notification of this. MVYSA is not obligated to, and will **not**, provide any sort of explanation or reason for not honoring a special request. This shall apply to both regular registrations and late registrations.

160.0 - Cancellation of registration: Parents/guardians may request that MVYSA cancel a player registration at any time. However, the refund of any fees already paid shall be subject to the terms set forth below in Section 250.

170.0 - Player ages: MVYSA will require that all player birth dates are verified by the club Registrar. Parents/guardians will be required to submit a copy of a valid birth certificate. In the rare cases where a birth certificate is not available (usually a foster parent relationship), a statement from an appropriate government agency (on letterhead paper) that states the child's date of birth will be adequate.

173.0 - Minimum age: At this time, the youngest MVYSA program is for players who are age 5 ("Under 6" age classification). MVYSA will not actively solicit enrollment from kids who are age 4. However, it shall be policy to allow them to play, if they register. Parents of 4 year old children should be aware that their children may be playing with/against some players who are actually 6 years old. There is the strong possibility of a considerable difference in physical size and maturity between such children. Parents are strongly encouraged to carefully evaluate whether or not their child is ready for this program before registering. Please also review section 250 before registering. Children, age 3 or less, will not be accepted for registration.

175.0 - "Play Up": Players are encouraged to play in their "age-appropriate" age classification (as defined by our sanctioning authorities). However, MVYSA may allow a player to "play up" by one age classification, if requested and roster space permits it.

175.1 - MVYSA also reserves the right to move players to the next higher age classification for any of the following reasons: (A) They are a "late registration" (see section 120) and their "age-appropriate" classification is full. (B) The higher age classification is lacking the number of players needed to field complete teams. (C) If the appropriate age classification is too full for a certain number of teams, but does not have enough players to reach the level needed to form another team.

175.1.1 - MVYSA will not provide advance notification of its decision(s) to move players to the next higher age classification.

175.2 - A player must use the "special request" section of the registration form to request to play up. This request may be made in addition to a request to play for a specific coach or with a specific "friend/buddy"

175.3 - A request to "play up" by two age classifications will require approval of the MVYSA Board of Directors and Coordinators as well as the approval of our sanctioning authorities. This takes a considerable amount of time to process. Any requests of this nature should be submitted quite early in the registration period. Parents are advised that these requests are frequently denied.

175.5 - Requests to "play up" by more than two age classifications will not be accepted.

180.0 - Player placement / team rosters: The club Registrar shall assign properly registered and paid players to teams in accordance with MVYSA policies as well as the rules and regulations that may be required by any other sanctioning organizations.

185.0 - Players will not be moved/transferred between team rosters once rosters have been distributed to the coaches.

185.1 - MVYSA reserves the right to make exceptions to this policy. Such exceptions will be reviewed by the MVYSA Board of Directors and Coordinators and decided on a case-by-case basis. Exceptions to this are expected to be quite rare.

185.1.1 - Decisions made by the MVYSA Board of Directors and Coordinators are final. There is no appeal process.

190.0 - The decisions of the club Registrar are final. There is not an appeal process. Parents/guardians agree to accept these decisions.

Section 200 - Fees and Payment

210.0 - Payment required: Players will not be assigned to team rosters until full payment of player registration fees and any applicable late payment fees have been received. Payments received after the end of the regular registration period will cause the registration to be regarded as a late registration. (Review sections 120 and 130.3, above, for policies regarding late registration.)

210.1 - As a way of recognizing the numerous volunteer hours that it takes to make this program possible, it shall be MVYSA policy to waive the player registration fees for the MVYSA Board of Directors and Coordinators.

215.0 - Money paid to MVYSA is not transferable to other local soccer clubs. Like most of the other local soccer clubs, we are a member of Skagit Valley Youth Soccer Assn. However, we are a separate entity and do not share banking accounts with other clubs. We do not 'transfer' money between clubs. Anyone who has already registered and paid fees to play with MVYSA, but later decides to transfer / play for a different club, will have to register with that club and pay any fees that they may require. You will then have to request that your registration, with MVYSA be canceled, per Section 160.0 (reminder: refund policies and deadlines shall still apply).

220.0 - Payment methods accepted: MVYSA will accept cash, check, or credit/debit cards as payment. However, you must register through our website to use a credit/debit card. We can only accept cash or check if registering in-person.

220.1 - MVYSA will offer a "cash discount" of \$5.00, per player, to all parents who pay by check or cash.

220.3 - If your check is returned to us, unpaid, by your bank for any reason, a \$10.00 service fee will be added to your account.

230.0 - Installment payment plan: MVYSA may choose to offer the option of allowing parents to pay for player registration fees over a period of time (instead of one lump sum). If this option is offered, the following terms / conditions apply:

- There will be no interest charged by MVYSA.

- Players will not be assigned to team rosters until full payment has been received. If you plan to pay in installments, it is recommended that you register early. This will allow you to make smaller payments, over a longer period of time.

- Late fees will be waived for parents who are paying on an installment plan. This is subject to the following conditions:

- Player(s) must be registered during the regular registration period, as determined in section 110.0.

- At least one payment must be received by the end of the regular registration period. If no payments are received by the end of the regular registration period, any applicable late fees will still be applied to your account and will be required to be paid before participation is allowed.

- If a "cash discount" option is offered, all payments will need to be made by cash or check to be eligible. If any payments (even one) are made by credit/debit card, the full base fee(s) will apply.

- If paying for more than one player on installments, payments will be applied to the oldest player first. As long as a payment is received on the entire account prior to the end of regular registration, late fees will be waived for all players on the account.

- The cancellation and refund policies, sections 160, 250, and 260 shall apply to installment plans.

240.0 - Scholarship Assistance: Some years, MVYSA has funds available for scholarships to assist players who might not otherwise be able to afford player registration fees. Scholarship applications will neither be made available nor accepted electronically or via the internet. You will be required to request one in-person. The terms / requirements for a scholarship will be disclosed on the application.

250.0 - Refund of registration fees: Except for special conditions noted in Sections 250.7, 250.7.3, and 250.7.5 (below), 31 July, annually, shall be the last date to request a refund of registration fees. Refund requests made on 01 August, or later, will be neither accepted nor processed. This shall apply regardless of whether or not the player has begun participation for the season. This shall also apply regardless of when payment/registration is received, even if payment/registration is received on/or after 01 August.

250.1 - MVYSA reserves the right to make exceptions to this policy. Such exceptions will be reviewed by the MVYSA Board of Directors and Coordinators and decided on a case-by-case basis. Exceptions to this are expected to be quite rare.

250.1.1 - Decisions made by the MVYSA Board of Directors and Coordinators are final. There is no appeal process. If a late refund request is not honored, MVYSA is not obligated to, and will **not**, provide any sort of explanation or reason for not honoring a late refund request.

250.3 - If any portion of a player registration payment was made using a credit/debit card, and a refund of registration fees is requested (subject to the deadlines shown above in section 250.0), MVYSA shall deduct \$5.00 from the refund amount to offset credit card acceptance/processing fees. This shall apply to both regular and late registrations, regardless of when the registration was received or when the refund request is made.

250.5 - "Late fees" shall be regarded as non-refundable, regardless of when paid.

250.7 - MVYSA shall make an exception to these refund policies if the MVYSA is unable to offer a registered player the opportunity to play due to lack of players or because a team must be disbanded/folded due to lack of a coach. Except for the conditions, as specified in Sections 250.7.3 and 250.7.5 (below), all money paid by the player and/or parent shall be refunded. Refunds shall be processed per Section 250.9 (below).

250.7.3 - If a player has been assigned, or offered assignment, to a team at the next age classification, MVYSA will have fulfilled its requirement to offer the player an opportunity to play. The regular refund policies and deadlines shall then apply.

250.7.5 - In a case where a team must be disbanded/folded due to the lack of a coach, the MVYSA shall have the sole authority to determine when a team will be declared disbanded/folded and when refunds will be issued under this section. Any parent or player requesting a refund prior to such a determination/declaration being made by the MVYSA shall be subject to the regular refund policies and deadlines. This shall still apply even if the team is eventually disbanded/folded. If any players have already received uniforms, at the time the MVYSA declares a team disbanded/folded, such uniforms shall be returned in 'like-new' condition before any refunds will be issued. If the uniform is not returned or is returned, but not in 'like-new' condition (as determined by the MVYSA Equipment Coordinator), a charge for the cost of the uniform will be deducted from the refund. If a ball has been provided to a player, as part of the uniform, it may be kept by the player.

250.9 - All refunds will be made by check payment, mailed to the address shown on the registration record (there will not be any credit/debit card refunds issued). Allow six weeks for processing of refunds.

260.0 - Cancellation by MVYSA: Any player registrations that are not paid in full by 25 August, will be canceled by MVYSA. If installment payments were made, they will be forfeited as the date for requesting a refund will have passed (see section 250).

Section 300 - Code of Conduct

300.0 - **All MVYSA participants** (Board members, coaches, players, parents, and other spectators):

- You are expected to be respectful of all USSF-licensed referees at all times. **Abuse and/or harassment of referees will not be tolerated by MVYSA.** It does not matter whether or not you agree with a referee's decisions, they are final. The referee often has a different viewing angle of the play on the field and may see things differently than you do. Soccer is a contact sport. Just because a player is on the ground, does not necessarily mean that the Laws of the Game have been infringed upon. Remember that the referees are also human and are capable of a mistake.
- Please remember that this is **recreational** soccer. The players are here to learn and have **FUN**.
- Good sportsmanship is expected at all times. Win gracefully, not boastfully. Lose without being negative. Remember that kids learn by example.
- This is a "family oriented" event. Foul or vulgar language is not to be used by anyone.
- Coaches, substitute players, parents, and any other spectators are expected to remain 2 yards (yes, that is 6 feet!) from the field boundary lines.
- Remember that **they're just kids and it is just a game.**

310.0 - Parents/guardians:

- Cheer and support the whole team. Always be supportive of your child, their teammates and coaches.
- Never badger the opposing players or argue with their supporters. Be appreciative of good play from both sides.
- Let the coach do his/her job. Remember that the coach is also a volunteer. Please treat them with respect. We wish that we had enough trained coaches for all teams. But, the reality is that this almost never happens. In fact, some coaches may not be very knowledgeable about the game of soccer. But, they agreed to volunteer when everyone else (yourself probably included) said "no". If you are unhappy with the coach, volunteer to be a coach next season. We are almost always looking for coaches.
- Remember, your coach is volunteering their spare time. He/She is not paid for doing this. The practice schedule is the discretion of the Head Coach. You are not "entitled" to any specified number, frequency, and/or duration of practices. You are neither promised nor guaranteed any specified amount of the coach's time. As already stated; if you are unhappy, volunteer to help.
- Parents are not allowed onto the field during a match for any reason. Parents who enter the field may be asked, by the referee, to leave the premises immediately. Other penalties may also be assessed by MVYSA and/or its sanctioning authorities. If your child is hurt / injured, it may be instinctive to want to rush out to help them. Please refrain from doing this. If the referee determines that the player needs care / assistance, the coach will be summoned onto the field to address this. You can help your injured player after the coach removes them from the field.

330.0 - Players:

- Treat other players as you wish to be treated.
- Encourage your teammates.
- Be respectful towards your coach and referees.
- Play clean and fair and follow the Laws of the Game. Don't cheat.

350.0 - Coaches:

- Make fun your top priority.
- Do your best to learn the Laws of the Game.
- Teach your players to play fair and follow the Laws of the Game. Do not teach deliberate unsportsmanlike behavior.
- Never place the value of winning over the safety and welfare of the players.
- Teach good sportsmanship to your players, win or lose.
- Remain off of the playing field at all times during the match. The only exception to this is if the referee calls for you to enter the field to attend to an injured player.
- Any issues/complaints regarding referees are to be resolved through the Referee Coordinator.

370.0 - General:

370.1 - For all matters that are under the direct jurisdiction of MVYSA, it shall be agreed that all decisions made by the MVYSA Board of Directors and Coordinators and/or its individual officers are binding and final. Any abuse and/or disrespect towards MVYSA Board Members will not be tolerated. These people are volunteers (see section 83.0) and their time/effort should be appreciated.

370.1.1 - There is not an appeal process for any such decisions. Any attempts to disregard/circumvent this and appeal to other organizations and/or individuals (thus needlessly wasting the time of our volunteers) may result in disciplinary sanctions being imposed by MVYSA.

370.1.1.1 - Any such disciplinary sanctions can vary, but may include banning the offender from any/all MVYSA events and refusal, by MVYSA, to accept player registrations from the offending party in future years.

375.0 - Violations of sections 300 through 370 may result in disciplinary action being taken by the MVYSA Board of Directors and Coordinators. Depending on the severity of the violation, a variety of sanctions are available and may be utilized to ensure compliance. On the "minor" side, the offender may receive a verbal warning/caution. On the "severe" side, the offender may be removed for the remainder of the season and, possibly, barred from any future involvement with MVYSA. In the event that this occurs, the information will be shared with all other soccer clubs within Skagit Valley Youth Soccer Assn. and may be sent to U.S. Club Soccer as well.