



Intro to Soccer Handbook

Hunt Recreation Center
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Important Phone Numbers

Hunt Recreation Center.....	557-9600
Weather Hotline.....	557-2939
Steve Johnson - Recreation Programs Specialist.	557-9601
Austin Ohms - Recreation Programs Specialist.....	577-3124
Chris Champion - Recreation Programs Manager.....	567-4031
Kristen Denton – Community Center Manager.....	557-6293
Adam Huffman - Asst. Parks and Recreation Director.....	557-2925
LeeAnn Plumer - Parks and Recreation Director.....	577-3127

A Letter from Holly Springs Parks and Recreation Athletic Department

Dear Coaches and Parents,

We would like to take this opportunity to thank all the parents and coaches involved with our youth soccer program. Everyone is working hard to make this season fun and successful.

The goal of the Parks and Recreation soccer program is to provide quality instruction which promotes sportsmanship, teamwork, development, participation and fun; individually, to develop technical skills which will enhance the ability, desire and confidence of each player. It is the coach's responsibility to instill this concept into all participants and their parents.

If anyone associated with your team loses sight of these objectives, please remind them that this is about children playing a game. Our job, as parents and coaches, is to facilitate a fun learning experience, and to lead by example. Often, the way we react to things on and around the field teaches them more than the game itself.

If you have children that are not participating in our programs, for their safety, be sure to watch them. Remember to keep our facilities clean and beautiful for everyone to enjoy.

Sincerely,
Holly Springs Athletic Department

1.00 Purpose

1.01 The purpose of the Holly Springs Youth Soccer Program is to provide the opportunity to inspire youth to practice ideals of fitness, citizenship, and character using the discipline of organized sport. We will strive to teach spirit, the competitive will to win, and the values of team play and sportsmanship. We will also impart to the game elements of safety and intelligent supervision, while keeping the welfare of the youth first and foremost at all times.

2.00 League Management

2.01 Operation of the league shall be under the direction of the Recreation Programs Manager, or designated staff member.

2.02 The governing authority shall be vested in the Town of Holly Springs Parks & Recreation Department, Athletic Division.

3.00 Communication

3.01 Communication is an important aspect of our soccer program. To help keep communication smooth and productive, there is a certain “chain of command” that we ask everyone to use.



4.00 Weather Policy

- 4.01 For practice and game days, the Parks and Recreation Department will have the final decision on field cancellations. The weather hotline can be reached at 557-2939. Decisions will be made by 4:00pm on weekdays, 8:00am on Saturdays, and 12:00pm on Sundays. The alert center on the Town website allows you to receive an email or text message when cancellations are announced. Click on the link <http://www.hollyspringsnc.us/list.aspx> and follow the steps to receive notifications. The weather cancellation page <http://www.hollyspringsnc.us/index.aspx?NID=7> on the website is also updated with cancellation information.

5.00 Coaches and Assistant Coaches

- 5.01 No team shall have more than two (2) coaches. They are designated as Head Coach and Assistant Coach.
- 5.02 Head Coach appointments are to be made by the Athletics Programs Manager or designated staff for one (1) season. All coaches will be evaluated each year. This evaluation will be used to determine whether or not he/she will be invited back to represent a team in our program in the future.
- 5.03 All coaches are required to submit a formal application and background check for to coach. The background checks are subject to approval of the Recreation Director or Recreation Superintendent.
- 5.04 All Assistant Coaches may be selected by the Head Coach, pending approval of the Athletic Programs Manager or designated staff member. Assistant Coaches must submit a formal application and background check form. All coaches must understand and agree to carry out the duties, responsibilities, policies, and philosophies as established by the Town of Holly Springs Parks and Recreation Department. All coaches must be approved by the Athletic Programs Manager or designated staff member. Any coach not carrying out these duties and responsibilities will be subject to dismissal by the department.
- 5.05 Head Coaches are required to hold a preseason parents meeting to discuss rules, conduct, responsibilities, etc.
- 5.06 Coaches should always keep in mind they are setting examples in sportsmanship and fair play and should conduct themselves accordingly at all times.

- 5.07 Only the Head Coach and their Assistants will be allowed to be on the sidelines with the team during the official game play.
- 5.09 Coaching Responsibilities
- Share league information with parents.
 - Prepare outline for daily practices.
 - Teach and maintain proper instruction and safety.
 - Work with all players equally.
 - Discipline players based on poor behavior, unsportsmanlike conduct, etc.
 - Make sure players follow proper guidelines and safety procedures.
 - Promote proper sportsmanship.
 - Be a good role model.

6.00 Uniforms & Equipment

6.01 Uniforms

- A. Team shirts will be provided by the Holly Springs Parks and Recreation Department. Parents will be required to purchase shorts/pants, cleats (no cleat with a toe cleat will be permitted), socks and shin guards. Shin guards are required to be worn by all participants. Teams shall NOT alter the uniforms that are distributed to players in any manner.
- B. No jewelry shall be worn by any player, except for medical identification.

6.02 Equipment

- A. No equipment should be purchased or used of a quality less than that supplied by the Town.
- B. Intro to Soccer will use a size 3 ball.

7.00 League Awards

- 7.01 Participation trophies will be provided for all participants.

8.00 Code of Conduct and Penalties

- 8.01 The Town of Holly Springs Parks & Recreation Department has a zero tolerance for unsportsmanlike conduct or behavior by an individual (players, coaches, officials, spectators, or parents) at any town function or event and said behavior will be subject to partial or permanent suspension.
- 8.02 Unsportsmanlike conduct is defined as but not limited to the following: harassment of officials or participants, use of profane language or gestures, and public threat or physical violence.
- 8.03 The length of the suspension will be determined by the Athletic Programs Manager.

- 8.04 Any player, coach, spectator or parent that enters the field of play and confronts and/or makes contact (i.e. cursing, shoving, pushing, etc.) with an official or participant is suspended from the program and any Parks and Recreation related facilities for any practice, game, or activity for one calendar year from the date of the incident.
- 8.05 No player, coach or spectator shall refuse to abide by an official's decision.
- 8.06 No player, coach or spectator shall be guilty of objectionable demonstration of dissent at an official's decision.
- 8.07 No player or coach, other than the Head Coach, should discuss with an official in any manner the decision reached by an official.
- 8.08 No player or coach shall be guilty of using unnecessary rough tactics in the play of the game against an opposing player.
- 8.09 No player, coach or spectator shall be guilty of personal verbal abuse upon any official for any reason.
- 8.10 No player, coach or spectator shall be guilty of physical attack as an aggressor upon any players, official or spectator.
- 8.11 No alcoholic beverages are allowed on any Town of Holly Springs property. Anyone violating this rule is subject to arrest and expulsion from the League.
- 8.12 No player, coach or spectator shall use profanity. Offending players/coaches may be subject to ejection, possible suspension/expulsion from the league.
- 8.13 If ejected, a player or coach must vacate the premises. Failure to abide by this will result in forfeiture of the game.
- 8.14 Any player, coach or spectator ejected by an official or a supervisor will be suspended for the team's next two (2) scheduled games. Any ejection due to fighting will result in expulsion for one (1) year. A suspension from the game is also a suspension from the playing site. A second ejection in the same season results in a suspension from all remaining games for that season. If circumstances warrant, the suspension may include all competitive programs offered by the Town of Holly Springs Parks and Recreation Department. Seasonal suspensions may be appealed to the Assistant Department Director.
- 8.15 Game suspensions may apply to regular season games and/or tournament play and may, at the discretion of Holly Springs Parks and Recreation, be carried over to future seasons.

9.00 MISCELLANEOUS RECAP

- 9.01 Participants wearing a hard cast may not participate in games or live scrimmages in practice. Players may participate with a soft cast.
- 9.02 24 HOUR RULE: Parents sometimes disagree with a coach's decision or coaching style, especially when it involves their child. Parents have to understand that the coach does not represent a player, but the entire team

and must make decisions from the team perspective first and foremost. For parents, it is important to separate their child's sports development from game emotions. For this reason, we have adopted the "24 HOUR RULE", which simply states that the coach will not discuss game situations until at least 24 hours after the game. This rule helps to move the discussion away from the presence of the players and allows all parties to have time to put things in perspective and "cool off" if necessary.

- 9.03 REFUNDS: All refund requests must be submitted in writing and addressed to the Athletic Programs Manager, Holly Springs Parks and Recreation Department. The request letter should state the reason for refund. Refunds requested after the official start date of the particular program in which the participant is enrolled will not be refunded. Official start date is defined as player placement on team. All refunds are assessed a \$15 service charge per participant per activity. Late fees are non-refundable. Requests for medical related refunds will be evaluated on a case by case basis. If the Parks and Recreation Department cancels a program, the total amount will be refunded.
- 9.04 WEATHER POLICY: For practice and game days, the Parks and Recreation Department will have the final decision on field cancellations. The weather hotline can be reached at either 557-2939 or on our website at www.hollyspringsnc.us. Any Parks and Recreation programs scheduled at Wake County Public School sites will follow the WCPSS weather cancellation policy.

10.0 Lightning Policy

1. When thunder is heard, or lightning is visible, the thunderstorm is close enough to strike your location with lightning. Suspend play and all players, coaches, fans and umpires should **Take Shelter Immediately!**
2. Flash (Bang) Method – Count seconds between lightning flash and thunder and divide by 5 – this gives the distance of lightning in miles. If count is 30 seconds or less **Take Shelter Immediately!**
3. **Safe** places for shelter would be fully enclosed metal vehicles with windows up, enclosed buildings or the low ground. Seek cover in clumps of bushes. **Unsafe** shelter areas include all nearby outdoor metallic objects like flag poles, fences, high mast light poles, metal bleachers, etc. AVOID water, AVOID open fields, AVOID using the telephone.
4. If you feel your hair standing on end or hear "crackling noises" you are in lightning's electric field. Immediately remove metal objects (including baseball cap), place your feet together, duck your head and crouch down with hands on knees.
5. If anyone is struck by lightning **CALL 911 IMMEDIATELY**. People who have been struck by lightning do not carry an electrical charge and are safe to handle. Apply CPR immediately if you are qualified to do so.
6. **Thirty-minute rule**. Once play has been suspended, wait at least **30 minutes** after the last thunder is heard or flash of lightning is witnessed prior to resuming play. Any subsequent thunder or lightning after the beginning of

the 30 minute count, reset the clock and another 30 minute count should begin.

7. At the conclusion of the first thirty (30) minute delay, the game officials will determine whether or not to continue or cancel the game(s). NOTE: If lightning is still visible after the first thirty (30) minute delay, the game(s) will be cancelled and rescheduled on another day.

11.0 Tornado Policy

Tornado Watch (which means that conditions are favorable for tornadoes to form), all activities will continue as scheduled when the National Weather Service issues a Tornado Watch for Wake County. All participants and staff should monitor weather conditions and announcements. Please monitor local media or weather radio for weather alerts.

Tornado Warning (which means that a tornado has either been sighted or considered to be imminent in the warned area), all activities should be suspended when the National Weather Service issues a Tornado Warning for Wake County. All participants should take shelter immediately and adhere to the following procedures:

- I. Seek shelter inside the facility.
- II. Go to an interior room on the lower level (closets, interior hallways). Interior hallways on the lowest floor are usually safest. Put as many walls as possible between you and the outside. Get under a sturdy table and use arms to protect head and neck. Stay there until the danger has passed.
- III. Do not open windows. Use the time to seek shelter.
- IV. Stay away from windows, doors and outside walls. Go to the center of the room. Stay away from corners because they attract debris.
- V. Get out of vehicles, trailers and mobile units immediately and go to the lowest floor of a sturdy nearby building or a storm shelter. Mobile units, even if tied down, offer little protection from tornadoes.
- VI. If caught outside with no shelter, lie flat in a nearby ditch or depression and cover your head with your hands. Be aware of potential for flooding.
- VII. Do not get under an overpass or bridge. You are safer in a low, flat location.

- VIII. Never try to outrun a tornado in urban or congested areas in a car or truck; instead, leave the vehicle immediately for safe shelter. Tornadoes are erratic and move swiftly.
- IX. Watch out for flying debris. Flying debris from tornadoes causes most fatalities and injuries.

All activities should be resumed once the Tornado Warning has cleared for the Holly Springs area and the conditions of the facility are safe. All participants and staff should continue to monitor weather conditions and announcements. Please monitor local media or weather radio for any additional weather alerts.

12.00 HOT WEATHER PRECAUTIONARY MEASURES

When practicing in hot weather or when exercising in a hot climate, the body is usually able to maintain a safe temperature with the evaporation of sweat. A young athlete can lose as much as two (2) quarts of sweat each hour of practice or competition. This water must be replaced or the body becomes dehydrated and does not function well. The water level can be maintained in most sports by: (a) drinking 1 to 2 cups of water before practice or competition, (b) taking frequent drinks during the activity (water breaks) and (c) continuing to drink after the game or practice. Potassium may be depleted after many days of work in a hot climate. This can easily be replaced by eating citrus fruits and drinks, potatoes, bananas, and other potassium rich foods. Some coaches like to use "athletic drinks" like Gatorade, Powerade, etc. These drinks are unnecessary if you provide plenty of water and schedule practices in the cooler parts of the day. Should a Red Ozone Alert (all participants) and/or Orange Ozone alert (those participants who are sensitive to heat and/or have breathing problems) occur, coaches should take precautions.

1. Players should be given frequent scheduled water breaks.
2. Coaches should watch all participants closely for heat illness related problems. If a child is having trouble, every precaution should be taken to ensure that the participant remains safe and healthy.

Key Points to Remember

1. Aerobic fitness enhances the circulating system, which is responsible for heat transfer. Also, fit individuals start to sweat sooner and do not get so hot.
2. Four to eight days of practice in the heat will prepare young athletes to compete in the uncomfortable environment.
3. Select uniforms and equipment that allows sweat to evaporate.
4. Make sure athletes know how important it is to drink a great deal of water during the hot days and to eat potassium rich foods.
5. Do not deprive athletes of water under any circumstances since it risks heat exhaustion during intense activity. Limiting water breaks should **never** be a form of discipline!

Goals for the Intro to Soccer Season

1. Teach the basic fundamentals
2. Emphasize teamwork
3. Encourage sportsmanship, not competition
4. FUN, FUN, FUN!!!!

Characteristics of Participants

- Short attention span
- “Me” oriented
- Perpetual motion
- Coordination still in early stages of development

Core Skills

- Dribbling
- Foot-skills
- Receiving and passing
- Field layout
- Set piece plays – throw-ins, kickoffs, corners

Tips for running a typical practice

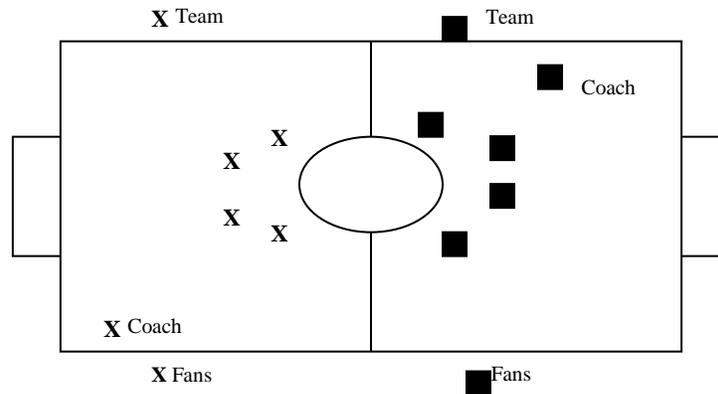
- Always include warm-ups – Gently stretch all parts of the body that will be used during the program. Work on gradually becoming more active.
- Keep the ball moving.
- Teach basic defensive and offensive formations (i.e. Triangle, wall, etc.).
- Encourage thinking.
- Set-up piece plays.
Throw-ins: get the ball and go quick, either down the line or toward the goal (think triangles).
Corner Kicks: Attacking team make the triangle, defending team make a wall.
Goal Kicks: Attacking team makes a triangle, defending team at half line.
Kick offs: Both teams should try to start in a triangle.

Practices/Games

During the first 4 weeks of the season, each session should consist of strictly practice. For the last 4 weeks of the season, each session should be divided into 25 minutes of practice and 35 minutes of scrimmage with another team. During scrimmage games, score SHOULD NOT be kept. See attached schedule for field assignments. All game schedules are final. Coaches are not allowed to reschedule league games or schedule games/scrimmages against teams outside of our league. The Parks & Recreation department may reschedule games for reasons that affect the whole league such as weather cancelations and school make up days.

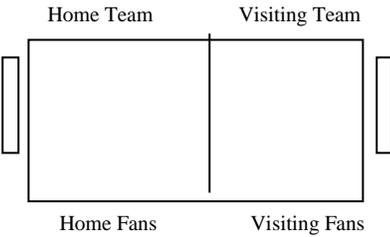
Coaching responsibility during games

Each coach should monitor their defending half and their own touchline. They may cross half field if help is needed on corners, but only if necessary. Coaches can assist each other on calls and should work together to keep the game even (LOT OF GOALS!!!). See Diagram:



Holly Springs Parks & Recreation

Intro to Soccer Laws of the Game

<p>Law 1 - The Field of Play</p> 	<ul style="list-style-type: none"> • 30 yards long X 20 yards wide field • 4 ft. X 6 ft. Goal • 9 ft. - Goal Arc • 9 ft. - Midfield Circle • 3ft. - Corner Arc • Teams shall sit on one side of the pitch, while all fans shall sit on the opposite side • No Coaches, Players or Fans are Allowed Behind the Goal Lines
<p>Law 2 - The Ball</p>	<ul style="list-style-type: none"> • Size 3
<p>Law 3 - Number of Players</p>	<ul style="list-style-type: none"> • 4 (No Goal Keeper) • All Players Present Must Play Half the Game • Teams Shall Not Play a Stationary Player in Front of Goal/Goal Area. Coaches Should Encourage Players to Move Up With the Flow of Play. The Scoring of Goals Should be Encouraged by Both Teams • Substitutions Can be Made Prior to Throw-In (in your favor), Goal-Kick, Corner-Kick, Free Kick, After Goal has Been Scored, Between Quarters • Substitute Players Should Enter the Game From the Half-way Line
<p>Law 4 - Player's Equipment</p>	<ul style="list-style-type: none"> • Shinguards • Cleats (With no Toe cleat) • Stockings Over Shinguards • Jersey • Shorts or Athletic Pants
<p>Law 5 - Referee</p>	<ul style="list-style-type: none"> • Only one coach from each team is allowed on the field • Each coach should ref and make calls in their defending half of the field and on their touchline, switching ends at half time. Coaches should work together to ensure that both teams score goals.
<p>Law 6 - Starts and Restarts</p>	<ul style="list-style-type: none"> • 4 -8 minute quarters • 2 minute half time • All players present must play half the game • Kick-Off at Start of Match and Each Quarter • Ball is in Play When it is Kicked and Moves Forward. Kicker

	<p>Cannot Touch the Ball a Second Time Until it has Touched Another Player</p> <ul style="list-style-type: none"> • A Coin Toss Will Determine Who Gets the Ball to Start the Game • All restarts are indirect.
Law 7 – Ball in and Out of Play	The ball is out of play when the ball has completely crossed over the entire line
Law 8 – Method of Scoring	<ul style="list-style-type: none"> • A goal is scored when the ball has completely crossed over the goal line, between the goal post and under the cross bar.
Law 9 - Offside	<ul style="list-style-type: none"> • Not Enforced
Law 10 - Free-Kicks	<ul style="list-style-type: none"> • All Indirect Kicks, Ball Must be Stationary When the Kick is Taken and Must Touch Another Player Before Entering the Goal • Opposing Players Must be 3 Yards From the Ball
Law 11 - Penalty Kick	<ul style="list-style-type: none"> • None
Law 12 - Throw-In	<ul style="list-style-type: none"> • 3 Attempts at a Correct Throw-In (Play Resumes on the 3rd Attempt, Whether it is Correct or Not)
Law 13 - Goal-Kick	<ul style="list-style-type: none"> • Taken From Outer Edge of Goal Area by Defending Team When the Attacking Team has Kicked the Ball Over the Goal-Line • Opponents Must Go Back to the Half-way Line
Law 14 - Corner-Kick	<ul style="list-style-type: none"> • Taken From the Corner Arc by the Attacking Team When the Defending Team has Kicked the Ball Over its' own Goal-Line • Opponents Must be 6 Yards From the Ball
Law 15 – Fouls and Misconduct	<ul style="list-style-type: none"> • Direct Free-Kicks are not allowed • An indirect Free-Kick will be awarded resulting from a deliberate push or trip, kicking an opponent, hand ball, slide tackle or any action that may result in an injury