

Edmonton Minor Soccer Association
Outdoor 2016 Season



emsa

Mini Community Premier

**Coach/Manager
Handbook**

U14 – U18 Community & All Premier Teams

This book is an excerpt of our rules, regulations and policies. For the complete listing of EMSA Rules & Regulations please visit:

www.emsamain.com

Table of Contents

• Edmonton Minor Soccer Contact Information	Page 2
• Field Assignor Contacts	Page 3
• Referee Assignor Contacts	Page 3
• Scoring Games on the EMSA website	Page 4
• Game Sheets.....	Page 10
• Sample Game Sheet: U14 Community	Page 11
• Sample Game Sheet: EMSA City Wide	Page 12
• Submitting Game Sheets	Page 13
• Administration Fees.....	Page 13
• Correspondence Liaison	Page 13
• Referee Liaison Program	Page 14
• Red Cards & Suspension Notifications	Page 14
• Cyber Harassment	Page 15
• Players Registered and Dressed.....	Page 15
• Guest Players/Trialists	Page 15
• Sample Trialist Form	Page 16
• EMSA I.D. Cards (Players/Coaches)	Page 17
• Equipment, Casts, Splints and Jewelry.....	Page 18
• Game Length & Time Outs.....	Page 19
• Late Arrivals and Failure to Show	Page 20
• Rescheduling of Games Community.....	Page 20
• Rescheduling of Games Premier	Page 22
• Lightning and Sever Weather Policy	Page 23
• Rain Out Procedure.....	Page 24
• Rain Out Rescheduling Procedure.....	Page 24
• Referee No Show Procedure	Page 25
• Location of Teams/Spectators on Field Sidelines	Page 26
• Registration Violations.....	Page 27
• Violating Game Regulations.....	Page 28
• Player Violations.....	Page 28
• Team Official Violations.....	Page 30
• Discipline Procedure	Page 32
• Violating Suspensions	Page 32
• Protesting Game Results	Page 32
• Appeal Procedure.....	Page 32
• Concerns/Feedback on Referee	Page 32
• Tie Breaking Procedure.....	Page 33
• Post Season Information	Page 35
• Post Commitment Form	Page 35
• Post Season Competitions	Page 35
• Player Transfers/Registrations	Page 35
• Field Locations	Page 36
• Iver Dent Sports Park (EMSA South Complex).....	Page 36
• Codes of Conduct.....	Page 38



Edmonton Minor Soccer Association

Contact Information

Office Location:
6520 Roper Road
Edmonton, AB T6B 3K8
Phone: 780.413-EMSA (3672)
Fax: 780.490.1652

General Office Hours: Monday – Friday 8:30am – 4:30pm (subject to change)

EMSA OFFICE STAFF

Dragos Niculescu – General Manager
dragosn@emsamain.com
780.413.3672 ext. 223

Angela DiCesare – Premier & Mini League Director
angelad@emsamain.com
780.413.3672 ext. 222

Shauna Smith – EMSA Records Manager and Registrar
shaunas@emsamain.com
780.413.3672 ext. 228

Shannon Droeske – Marketing & Community Program
Director
shannond@emsamain.com
780.413.3672 ext. 225

Leonora Newel – Office Administrator
leonoran@emsamain.com
780.413.3672 ext. 232

EMSA REFEREE AND TECHNICAL DIRECTOR

Ed Charpentier 780.405.8960 (cell)
technicaldir@emsamain.com

EMSA EXECUTIVE

Mario Charpentier – EMSA President
president@emsamain.com

Jay Ruptash – EMSA Vice President
jayr@emsamain.com

Kathy Droeske – EMSA Treasurer
sdroeske@shaw.ca

Kevan Peterson – EMSA Executive
kbp.prez@gmail.com

EMSA DISCIPLINE DIRECTOR

Jay Ruptash
jayr@emsamain.com

EMSA PREMIER DIRECTOR

Diana Clark
dclark.4@shaw.ca

*For a complete listing of the EMSA Board of Directors as well as Zone Office contacts please visit:
www.emsamain.com

SOCCER CENTRE CONTROL/ADMISSIONS DESK CONTACTS

West Centre: 780.944.4092
East Centre: 780.413.4125 ext. 232
South Centre: 780.490.015

Field Assignor Contacts

ZONE	NAME	PHONE	EMAIL
Mill Woods	Angie Sych	780.468.5233	execdir@millwoodssoccer.com
South East	Michael Gurnett	780.887.3158	fields@southeastssoccer.ca
North	Kylee Webster	780.406.0798	office@edmontonnorthssoccer.ca
South West	Mary Hilbrecht	780.436.3611	swemsa@gmail.com
West	Chris Jossy	780.717.9210	Jossyc1@telus.net
Spruce Grove	Twila Bergen	780.962.5111	sgsa@telus.net
St. Albert	Margaret Sturgess	780.458.8937 ext 127	margarets@stalbertssoccer.com
Sherwood Park	Dean Mastrangelo	780.449.1343	d.mastrangelo@spdsa.net

*Please refer to www.emsamain.com for any other districts/zones

Referee Assignor Contacts

Please note that the EMSA Office is no longer responsible for assigning referees or linespersons to your home games. Each area of the City has their own Assignor.

ZONE	NAME	PHONE	EMAIL
Mill Woods	Ricardo Lodhar	780.721.5710	rldodhar9@telus.net
South East	TBA – please contact zone office	TBA	refs@southeastssoccer.ca
North	Paul Cameron	780.721.1683	refpaul@edmontonnorthssoccer.ca
South West	Al Jaworsky	780.991.0934	anvilalj@telus.net
West	Mike Carson	780.232.9344	gradsoccer@gmail.com
Spruce Grove	John Ashby	587.990.4033 (no calls before noon)	jashby1953@gmail.com
St. Albert	Margaret Sturgess	780.458.8937 ext 127	margarets@stalbertssoccer.com
Sherwood Park	Derek Douglas	780.940.4842	d.douglas@spdsa.net

*Please refer to www.emsamain.com for any other districts/zones

Scoring Games on the EMSA Website

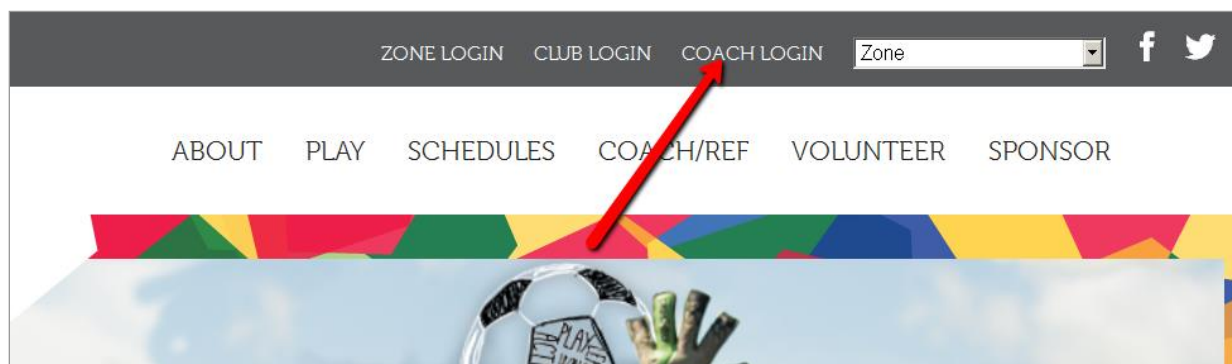
U10 – U18 Only

Registered coaches, assistant coaches and team manager are responsible for scoring the game results online. These persons must be registered on the team roster, and online, as a Team Official in order to have access on the system. Please contact your zone office if you require access online.

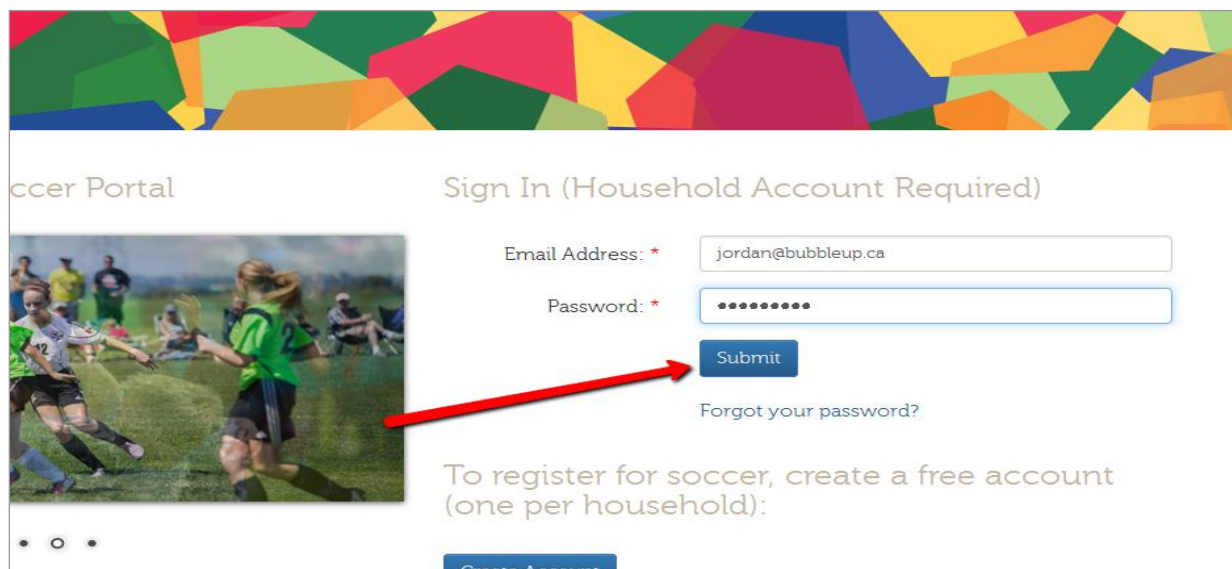
Scoring the game online is the responsibility of the **HOME TEAM**. Game results must be input online by 1:00 PM the following business day. Failure to do so will result in an administration fee being issued to the head coach of the **HOME TEAM**.

Instructions for Scoring Games

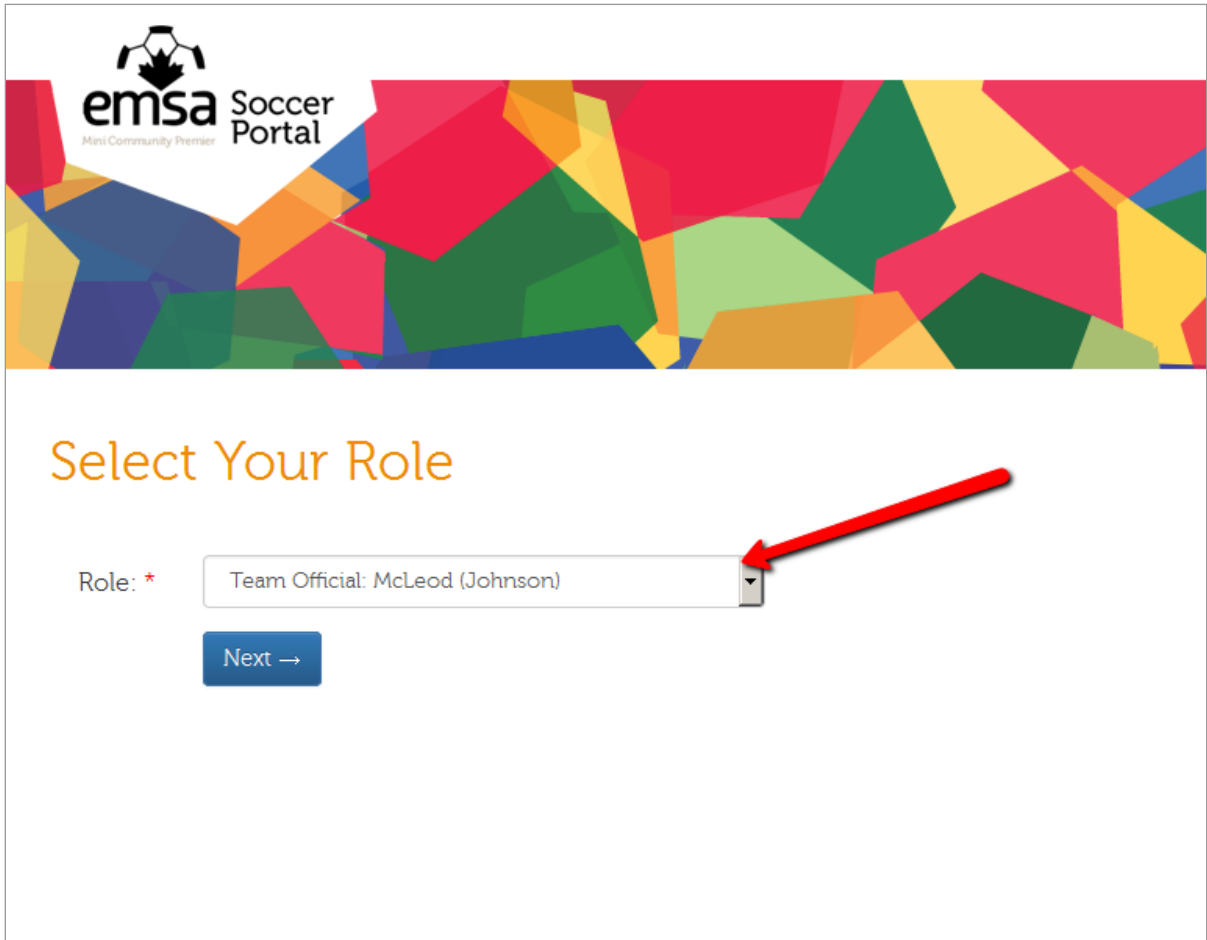
1. Go to www.emsamain.com and click on the **Coach Login** link at the top of the page:




2. Please sign in with your account.



3. Select the Team Official role for the team you are coaching. A person may have multiple team official roles (1 role per team). In this example, a McLeod coach with last name Johnson is signing in.



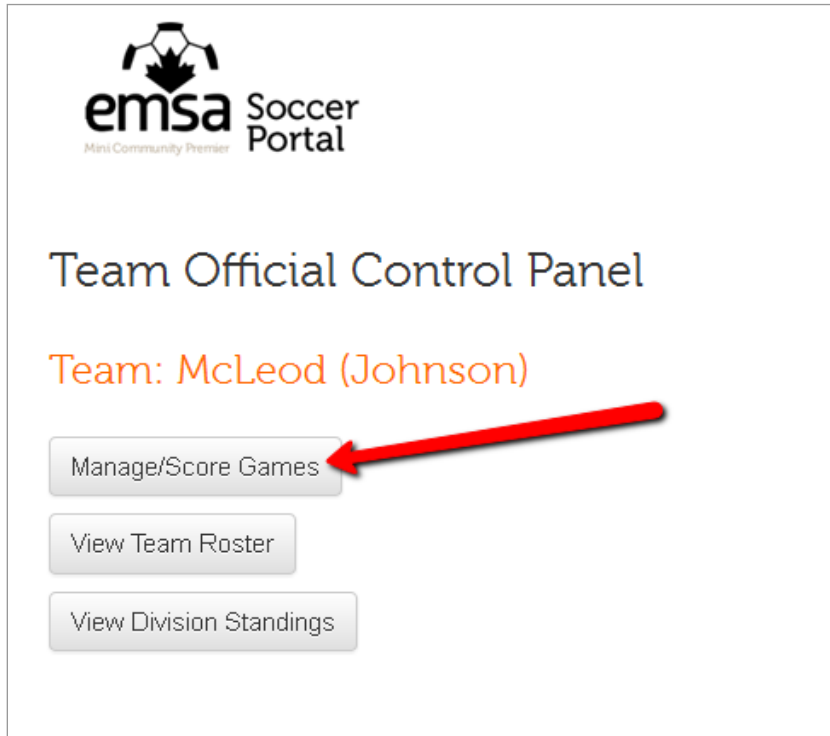
 **emsa** Soccer Portal
Mini Community Premier

Select Your Role

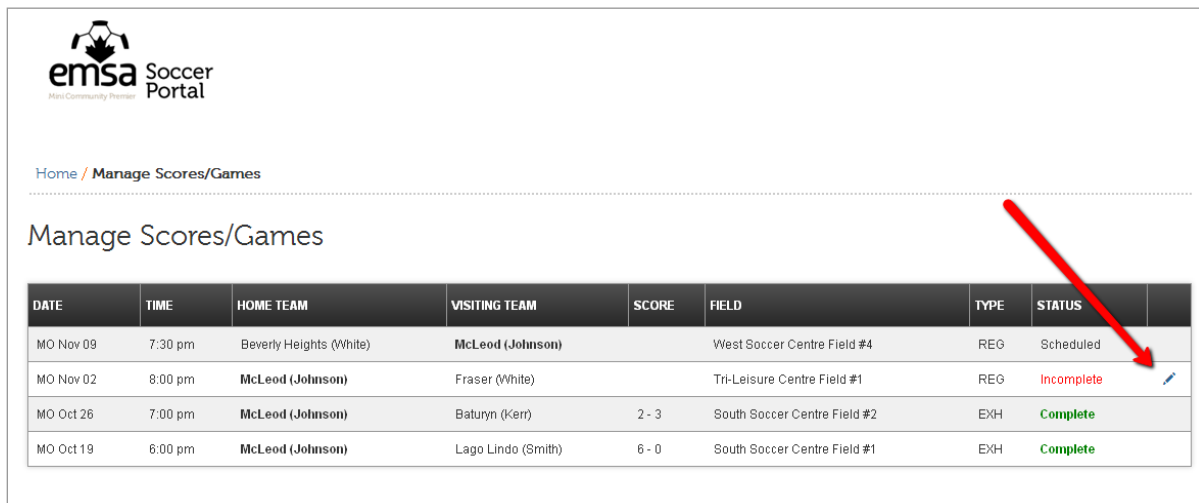
Role: *

[Next →](#)

- Once signed in, you will be redirected to the Team Official Control Panel. Click the **Manage Score/Games** button.



- On the Manage Scores/Games screen, you will see a list of all games for your team. Once a game is ready to have a score recorded, an edit pencil button will be available. Click the edit pencil button.



6. On the Score Game form, complete the required fields by entering the home team score and the away team score.

Score Game

McLeod (Johnson): * (Home Team)

Fraser (White): * (Away Team)

7. Lastly, please submit feedback regarding the referee officiating of the game. There are 6 questions to be completed and an option to provide comments. **(optional)**

Referee Feedback

Please submit feedback regarding the officiating of the game.

Field Referee Name: *

Box Referee Name:

- 1) Management of the Game: *
- Excellent
 - Good
 - Fair
 - Poor

- 2) Manners/Professionalism: *
- Excellent
 - Good
 - Fair
 - Poor

- 3) Knowledge of Rules: *
- Excellent
 - Good
 - Fair
 - Poor

- 4) Movement on the Field: *
- Excellent
 - Good
 - Fair
 - Poor

- 5) Communication: *
- Excellent
 - Good
 - Fair
 - Poor

- 6) How support was the box referee: *
- Very supportive
 - Somewhat supportive
 - Not supportive

Comments:

- Once the form is complete, click the **Submit** button.
- After submission, the game status will be changed to **Under Review**. An EMSA Administrator will review the game sheet and verify the information has been collected and acknowledged.

Home / Manage Scores/Games

Manage Scores/Games

DATE	TIME	HOME TEAM	VISITING TEAM	SCORE	FIELD	TYPE	STATUS
MO Nov 09	7:30 pm	Beverly Heights (White)	McLeod (Johnson)		West Soccer Centre Field #4	REG	Scheduled
MO Nov 02	8:00 pm	McLeod (Johnson)	Fraser (White)	2 - 1	Tri-Leisure Centre Field #1	REG	Under Review
MO Oct 26	7:00 pm	McLeod (Johnson)	Baturyn (Kerr)	2 - 3	South Soccer Centre Field #2	EXH	Complete
MO Oct 19	6:00 pm	McLeod (Johnson)	Lago Lindo (Smith)	6 - 0	South Soccer Centre Field #1	EXH	Complete

- If the Administrator verifies the game, the status will be marked as **Complete**. However, if there is an issue with an emailed/faxed game sheet, an email will be sent back to the coach asking for the game sheet. In this case, the status will be changed to **Information Required**.

Home / Manage Scores/Games

Manage Scores/Games

DATE	TIME	HOME TEAM	VISITING TEAM	SCORE	FIELD	TYPE	STATUS
MO Nov 09	7:30 pm	Beverly Heights (White)	McLeod (Johnson)		West Soccer Centre Field #4	REG	Scheduled
MO Nov 02	8:00 pm	McLeod (Johnson)	Fraser (White)	2 - 1	Tri-Leisure Centre Field #1	REG	Information Required
MO Oct 26	7:00 pm	McLeod (Johnson)	Baturyn (Kerr)	2 - 3	South Soccer Centre Field #2	EXH	Complete
MO Oct 19	6:00 pm	McLeod (Johnson)	Lago Lindo (Smith)	6 - 0	South Soccer Centre Field #1	EXH	Complete

Game Sheets

Game sheets are to be submitted to the game official prior to kickoff.

Each team is responsible for completing their game sheet in its entirety. Failure to do so will result in an administration fee being issued to the head coach.

Proper completion of game sheet:

1. Game Sheet of (Team Name): PRINT your team name here
2. Date/Time: PRINT the date and time of the scheduled game
3. Field: PRINT the field number the game is being played on
4. Reschedule Date/Time/Field if applicable
5. Age: CIRCLE the age category of your team
6. Gender: CIRCLE the gender of your team
7. Division/Group/Tier: PRINT the letter or number that corresponds with your teams division, group or tier
8. Home Team: PRINT the name of the team scheduled as Home
9. Away Team: PRINT the name of the team scheduled as Away
10. Score: To be completed by the game official.
11. Coach/Coach or Mgr: PRINT the name of the coach, assistant coach and/or manager that is present for the scheduled game.
12. Card #: PRINT the registration number as shown on the EMSA I.D. card for each coach, assistant coach, and/or manager that is present for the scheduled game.
13. Coach or Team Official's Signature: Coach, assistant coach or manager to SIGN their name.
14. Ref Liaison: PRINT the name of the team's referee liaison for the scheduled game. *See Referee Liaison for further information.*
15. Jersey #: PRINT the player's jersey numbers.
16. Player's First and Last Name: PRINT the first and last name of the player – initials will not be accepted.
17. Ref. Card Check: To be completed by the game official.
18. Player Card #: (if applicable) PRINT the registration number as shown on the EMSA I.D. card for each player
19. Goals: To be completed by the game official.
20. Yellow Card: To be completed by the game official.
21. Red Card: To be completed by the game official.
22. Trialist: PRINT the first and last name of the player (s) being used as a trialist. *Trialist form/permission letter must be submitted to the game official with the game sheet.*
23. Center Ref PRINT: To be completed by the game official.
24. Linesperson: PRINT: To be completed by the game official.

Sample: Completed U14 Game Sheet



U14 Combined League Game Sheet



BOTH WHITE COPIES OF THE HOME TEAM'S AND THE AWAY TEAM'S GAME SHEETS MUST BE FAXED TO 490-1652 or scanned/take a photo and emailed to shaunas@emsamain.com BY THE HOME TEAM by 1pm the next day after the game.

AGE: U14 Gender: Boys Girls Division/Group/Tfer: W / 4x / 5y

Game Sheet of (Team Name): Callingwood (Johns)

Original Date: May 1, 2016 Time: 6:15pm Field: M.E. Lazarte #4

Rescheduled Date (if applicable): _____ Time: _____ Field: _____

HOME TEAM Delwood (Smith) 2 SCORE

AWAY TEAM Callingwood (Johns) 4 SCORE

Head Coach	<u>Jake Johns</u>	Card #	<u>123456</u>	Coach or Manager's Signature:
Team Official	<u>Melanie Jay</u>	Card #	<u>654321</u>	
Team Official	<u>Joe Smith</u>	Card #	<u>321456</u>	
Team Official	<u>Tom Billford</u>	Card #	<u>456321</u>	Ref Liaison: <u>Jane Doe</u>

Jersey #	Player's Full Name (no initials)	Goals	Yellow Card	Red Card
	*Cross off any players who are not at the game.			
<u>13</u>	<u>1. Jackson Blue</u>			
<u>9</u>	<u>2. Jason Black</u>			
<u>21</u>	<u>3. Kyle Smith</u>			
<u>3</u>	<u>4. Jordan McKay</u>			
<u>6</u>	<u>5. Steven Fisher</u>			
	6.			
	7.			
	8.			
	9.			
	10.			
	11.			
	12.			
	13.			
	14.			
	15.			
	16.			
	17.			
	18.			
	19.			
	20.			
<u>11</u>	TRIALIST <u>Tommy Larson</u>			
<u>17</u>	TRIALIST <u>Jimmy Morin</u>			
	TRIALIST _____			

Center Ref PRINT: _____	Linesperson PRINT: _____
Microduct Reports submitted by next morning to fax 780 490 1652 or email shaunas@emsamain.com	Linesperson PRINT: _____

Distribution of Game Sheets: (White - Home Team to fax to 490-1652) (Light Yellow - Home Team) (Pink - Visiting Team) (Gold - Referee)

Sample: Completed City Wide



EMSA CITY WIDE OUTDOOR LEAGUE GAME



BOTH WHITE COPIES OF THE HOME TEAM'S AND THE AWAY TEAM'S GAME SHEETS MUST BE FAXED TO 780-490-1652

BY THE HOME TEAM BY 1:00PM THE DAY AFTER THE GAME OR SCANNED AND EMAILED TO THE LEAGUE DIRECTOR.

Game Sheet of (Team Name): Summerside (Kelly)

Original Date: May 1, 2016 Time: 6:15 Field: Millwoods Park #4

Rescheduled Date (if applicable): _____ Time: _____ Field: _____

AGE: U10 U12 (U14) U16 U18 GENDER: (Boys) GfIs Division/Group/Tier: w/15x/6y

HOME TEAM: Summerside (Kelly) SCORE: 3 AWAY TEAM: Holyrood (Smith) SCORE: 3

Head Coach	<u>Grace Kelly</u>	Card #	<u>123456</u>	Coach or Manager's Signature: <u>Grace Kelly</u>
Team Official	<u>Brian O'Burne</u>	Card #	<u>654321</u>	
Team Official	<u>Jackie Johns</u>	Card #	<u>321456</u>	
Team Official	<u>Jennifer Doe</u>	Card #	<u>456321</u>	Ref Liaison: <u>Collin Lavers</u>

REFEREE	Jersey #	Player Card #	Player's Full Name (no initials)	Goals	Yellow Card	Red Card
check cards ✓			*Cross off any players who are not at the game.			
	<u>3</u>	<u>82651</u>	<u>1. Jennie Larson</u>			
	<u>11</u>	<u>65128</u>	<u>2. Carrie Smith</u>			
	<u>17</u>	<u>15862</u>	<u>3. Janelle Spurr</u>			
	<u>4</u>	<u>56281</u>	<u>4. Crystal Morin</u>			
	<u>9</u>	<u>21865</u>	<u>5. Jada Pincho</u>			
			<u>6.</u>			
			<u>7.</u>			
			<u>8.</u>			
			<u>9.</u>			
			<u>10.</u>			
			<u>11.</u>			
			<u>12.</u>			
			<u>13.</u>			
			<u>14.</u>			
			<u>15.</u>			
			<u>16.</u>			
			<u>17.</u>			
			<u>18.</u>			
			<u>19.</u>			
			<u>20.</u>			
n/a	<u>21</u>	Trialists do not need I.D. cards but permission forms are required and must accompany white copies of game sheets.	<u>TRIALIST</u> <u>Stella McKay</u>			
n/a	<u>14</u>		<u>TRIALIST</u> <u>Sheri Pappas</u>			
n/a			<u>TRIALIST</u> <u>Print name here</u>			

Center Ref PRINT:	Linesperson PRINT:
Miscellaneous Reports submitted by next morning by fax 780-490-1652 or email Community games: shawn@emsacan.com Premier games: angel@emsacan.com	Linesperson PRINT:

Distribution of Game Sheets: (White - Home Team to fax to 490-1652) (Light Yellow - Home Team) (Pink - Visiting Team) (Gold - Referee)

Submitting the Game Sheet

1. OUTDOOR SEASON ONLY: Home team is responsible for submitting **BOTH** teams white copies of the game sheets, along with any trialist or permission forms.

Option #1 Fax

If faxing, send the fax to 780-490-1652.

Option #2 Scanned PDF/JPEG

Use a scanner to scan the game sheet into a PDF or JPEG format and email to:

Community shaunas@emsamain.com **Premier:** angelad@emsamain.com

Option #3 Photo Taken by Phone

You may also choose to take a high quality photograph of the gamesheet, and email the JPEG version of the photo to:

Community shaunas@emsamain.com **Premier:** angelad@emsamain.com

Note: If the image quality is poor, an EMSA Administrator may request a new version to be uploaded.

Administration Fees

Offense	Fee Amount
Incomplete Gamesheet	\$50.00
Failure to Score Game Results	\$75.00
Failure to Produce EMSA I.D. Cards	\$50.00
Failure to Submit Trialist/Import Forms	\$50.00
Game Result Protest Fee	\$75.00
Appeal Fee	\$100.00

Correspondence Liaison

Coaches, assistant coaches, managers and the referee liaison (when applicable) are the acting correspondence liaison for their team.

Any and all communication between the EMSA main office and individual teams will be done through the teams' correspondence liaison only. These are the only individuals who will have the authority to contact the EMSA main office via phone and/or email. Communication to the office outside of a correspondence liaison will not be addressed.

All communication from the EMSA main office to the correspondence liaison will be sent via email. It is the teams' responsibility to ensure that they are checking their email regularly for information from the EMSA main office. It is the correspondence liaisons responsibility to ensure that the EMSA main office has the most up-to-date email information. Please ensure that the EMSA main office is given an alternate email address, should you be unavailable for a period of time.

Referee Liaison Program

The abuse of game officials by coaches and spectators is the main reason why referees (especially those in their early teens) drop out of the development program. As a result, we face severe shortages of game officials at all levels. Addressing this unacceptable behavior is a top priority for EMSA, particularly if minor soccer is to have an adequate supply of referees.

Both Home and Away teams, participating in the U10-U18 community and premier programs, are required to provide a referee liaison for every EMSA league game. The referee liaison can be any person over the age of 18, with the exception of the teams registered coaching staff. The referee liaison can be a different person each game and their name must be **PRINTED** on the game sheet in the space provided. The referee liaison must wear an identifying neck lanyard and sit in a visible area in the stands with the spectators. The main role of the referee liaison is to act as a deterrent against acts of misbehavior by spectators and team officials. The referee liaison will also be available to the game official should they require or if a potential problem exists.

Description of Duties

- Wear the referee liaison neck lanyard – this is to be provided by a team official.
- Place yourself in the middle of your team's spectators.
- Monitor the behavior of your teams' spectators.
- Quickly diffuse potential issues before they escalate by either making your presence more visible, or calmly addressing the behavior with the person(s) involved.
- Address inappropriate comments, gestures, and/or any other unsporting behavior directed at the game officials, players, coaching staff or any other individual by your teams' spectators.
- Submit a brief report in writing, outlining any incidents involving any individuals, to the referee after the game. This will be turned into the EMSA League Director and they will conduct an investigation at their discretion.

Failure to provide a referee liaison will result in a default win for the opposing team. All teams are granted a 15 minute grace period to provide a referee liaison.

Red Cards & Suspension Notifications

When a player, team official, or spectator is ejected from a game, the main contact for the team will be notified of the suspension details via email within a few days. This email will contain the reason for the red card/ejection and the length of the suspension. Suspensions issued as a result of spectator misconduct are to be served by the main team official, as listed on the ASA roster.

Team officials are responsible for enforcing all suspensions regardless of receiving email notification.

All suspensions are issued in accordance with the Rules & Regulations and based on the report submitted by the referee. The EMSA staff do not have the authority to change a suspension.

Red Card suspensions are automatic and hold a minimum one (1) game suspension. Any suspension additional to this can be appealed to the EMSA Discipline Committee – *please see Rules & Regulations 510.0 Appeal Procedures Indoor for further information.*

Cyber Harassment

EMSA maintains a zero tolerance policy for cyber harassment/bullying. Anyone within EMSA, including but not limited to a player, team official, director, staff or volunteer, that is found using a public medium to harass, bully, intimidate, and/or threaten another person in any role within EMSA will be subject to discipline as deemed appropriate by the EMSA Discipline Committee.

Players Registered and Dressed

Teams are limited to a maximum number of players permitted to be registered & dressed at one time during the season, according to the following:

- U8 (premier), U10, U12 16 players
- U14, U16, U18 20 players

***Teams are permitted to dress and play additional players only if they have received special dispensation from the EMSA Board of Directors.*

Guest Players/Trialists

A form must be filled out and submitted to the referee with your game sheet prior to game start for each and every game. If you are using the same trialist for multiple games you must have copies of the trialist form to submit to the referee at each game so ensure you have enough copies prior to the start of City Finals. Please ensure you review the complete trialist/guest player regulations in the rules section. Using an illegal trialist will result in a game forfeiture.

THE MOVEMENT MUST OCCUR WITHIN THE SAME ZONE (example West Zone to West Zone or North Zone to North Zone. You cannot have a North Zone player as a trialist on a West Zone team). Out of district teams can only use trialists from their own district.

- Trialists do not require player cards.
- All fields must be filled out entirely on the form.
- **Prior** written approval of the Coach or Team Designate of the team for which the player is registered must be obtained. The written approval (trialist form) must be surrendered to the referee at the start of the game or prior to the start of the second half if the trialist arrives late.
- Trialist players must already be registered on another EMSA team during the current season.


The following conditions must also be met:

- A. Community teams can use trialist players to replace missing players currently on that team's roster. When using trialist players, the registered roster size must remain the same.
- B. Premier teams may use trialist players to increase their registered roster size set out in Rule 304, Team Rosters.
- C. No more than a total of three (3) trialist players may be recruited for a single (1) game.
- D. The player(s) will be noted as 'trialist' on the game sheet (there is a section for this located on the bottom of the game sheet) prior to game start.

- E. A player can be used a trialist for a maximum of five (5) games per team.
- F. No EMSA player may play on an EIYSA team as a trialist at any time. No EIYSA player shall play on an EMSA team as a trialist at any time with the exception that EIYSA players may play on an EMSA team as a trialist in tournament play.
- G. Teams from out of district who are participating in the EMSA program are permitted to use trialists from their parent organizations/zone/district as long as they are an ASA registered player for that season; they are from a lower division or lower age category; and the use of the trialists does not violate any EMSA or ASA rules
- H. **Premier players (A and B) are ineligible to be used as a trialist on all community teams.**
- I. Players who are currently serving a suspension from EMSA or ASA are ineligible as trialists.
- J. Up to four (4) Trialists will be allowed for teams advancing to City Finals and InterCities. Trialists must be in compliance with the EMSA Rules & Regulations and cannot be from another team advancing to City Finals or InterCities.

*Trialists are NOT permitted in Provincial Competitions. If additional players are needed for Provincials, they must be duly registered prior to the Player Transfer Deadline for your tier.

Sample Trialist Form – available for download at: www.emsamain.com/coachref/pdf-form



Edmonton Minor Soccer Association TRIALIST FORM

THIS TRIALIST FORM MUST ACCOMPANY ALL GAME SHEETS TO THE EMSA OFFICE. IF YOUR TRIALIST HAS PERMISSION TO PLAY MORE THAN ONE GAME YOU WILL NEED TO MAKE PHOTOCOPIES OF THE TRIALIST FORM TO SUBMIT WITH EACH GAME'S SHEETS.

• THE MOVEMENT MUST OCCUR WITHIN THE SAME ZONE (example West Zone to West Zone or North Zone to North Zone. You cannot have a North Zone player as a trialist on a West Zone team). Out of District teams can only use trialists from their own District.

- Trialists do not require player cards.
- A written permission letter is also acceptable in place of this form. All information below must be included in the letter.
- All fields below must be filled out entirely.
- Prior written approval of the Coach or Team Designate of the team for which the player is registered must be obtained. The written approval (trialist form) must be surrendered to the referee at the start of the game or prior to the start of the second half if the trialist arrives late. It must be submitted along with the game sheets to the EMSA office.
- For regular league play, any registered player may play in a higher Tier (in the same age category) or higher age category.
- **Note: The player must already be registered on another EMSA team during the current season in order to be an eligible trialist for your team. If they are not registered on any EMSA team during the current season then they cannot be used as a trialist with the exception of rule 308.1C.**

The following conditions must also be met:

- a. No more than a total of three (3) such players can be recruited for any one (1) game. Trialist players cannot be used to increase the roster size for a game greater than the team's current registered roster size (you can only use trialists to replace players that are missing), except that club teams (Premier) may use trialists to increase their game roster size up to the maximum team roster size set out in Rule 304, Team Rosters. The player(s) will be noted as 'trialist' on the game sheet (there is a section for this located on the bottom of the game sheet).
- b. A player can be used a trialist for a maximum of five (5) games per team (tournament games do not count towards the total number of games). The trialist/guest player(s) must be noted on your game sheet in the provided space prior to the game start when the game sheet is given to the referee.
- c. No EMSA player may play on an EIYSA team as a trialist at any time. No EIYSA player shall play on an EMSA team as a trialist at any time with the exception that EIYSA players may play on an EMSA team as a trialist in tournament play.
- d. Teams from out of district who are participating in the EMSA program are permitted to use trialists from their parent organizations/zone/district as long as they are an ASA registered player for that season; they are from a lower division or lower age category; and the use of the trialists does not violate any EMSA or ASA rules.
- e. Premier/Club players are ineligible as trialists on all community teams.
- f. Players who are currently serving a suspension from EMSA or ASA are ineligible as trialists.

PLAYER'S FIRST & LAST NAME:		
	CURRENT TEAM that Player is Registered with:	TRIALIST TEAM that Player is playing for:
Team Name		
Coach Name		
Age Group		
Gender		
Tier/Division/Group		
Please indicate with a check mark the number of trialist times this game is for this player on your team. 1st time ____ 2nd time ____ 3rd time ____ 4th time ____ 5th time ____ (max. 5 times use)		
Date(s) that player has permission to play as a trialist for the above team:		

By signing below, the team official/designate of the team that the player is currently registered with has given permission for the above player to play as a trialist on the above mentioned team. By signing below the team official/designate of the team the player is playing as a trialist for recognizes all trialist rules.

Coach/Team Designate of team player is currently registered with: _____

Coach/Team Designate of team that player is playing as a trialist for: _____

Please note if you are using an ineligible trialist/guest player your team will default the match and further disciplinary action may apply. If you have any questions on the eligibility of a trialist, please call the EMSA Office for verification.

EMSA I.D. Cards (Players/Coaches)

The following EMSA city wide programs require an EMSA I.D. Card:

Players:

Age Group	Community	Premier A	Premier B	Tier 1	Tier 2	Tier 3
U10		✓	✓	✓	✓	✓
U12		✓	✓	✓	✓	✓
U14		✓	✓	✓	✓	✓
U16	✓	✓	✓	✓	✓	✓
U18	✓	✓	✓	✓	✓	✓

- EMSA I.D. cards must be presented to the referee prior to game kickoff.
- Players must present their individual card to the referee so they can compare the picture to the player and cross reference the number on the game sheet.
- EMSA I.D. cards are to be made available to the opposing team officials or the EMSA League Director, if requested.
- Should a player be without their player card at kickoff, they may play the game provided that their player card is presented to the game official prior to end of the game. Failure to present the players EMSA I.D. card to the game official prior to the end of the game, will result in a default loss for the team. The player and team will also be subject to further disciplinary action being taken by the EMSA Discipline Committee.
- Players that do not require an EMSA I.D. card that are participating as a trialist player in a division/age group which does, are not required to get one. These players will simply need to provide the completed trialist form to the game official, prior to kickoff. This form will be kept with the game sheet and submitted to the League Director at the EMSA office.
- If a team is unable to provide the EMSA I.D. player cards before the end of the game, they can supply high quality photocopies to the game official in their place. The copied player cards will be submitted to the EMSA League Director along with the white copy of the official game sheet. The EMSA League Director will cross check the copied player cards that were supplied, with the player cards that are on record in our system. In the event that a falsification is found in this review, the teams officials will automatically a suspension, an administration fee, and the game will be recorded as a default loss. The opposing team will be awarded three (3) points and five (5) goals.
- Photocopied substitutions of player cards will only be accepted twice (2) during the season and they are only accepted in place of the entire teams cards – not just a few players.
- A player can use a picture of his/her EMSA I.D. card shown on an electronic device.

**Note: there is a \$20.00 charge for any replacement EMSA I.D. cards, where the card has not expired.*

Coaches (head coaches, assistant coaches and managers):

Age Group	Community	Premier A	Premier B	Tier 1	Tier 2	Tier 3
U10		✓	✓	✓	✓	✓
U12	✓	✓	✓	✓	✓	✓
U14	✓	✓	✓	✓	✓	✓
U16	✓	✓	✓	✓	✓	✓
U18	✓	✓	✓	✓	✓	✓

- Coaches, assistant coaches and managers registered to teams in age categories/divisions where EMSA I.D. cards are required, must present their card to the game official prior to kickoff for verification. No other forms of identification will be accepted.
- Coaches who are unable to present their EMSA I.D. cards will not be permitted to coach the game and must sit with the spectators, away from the technical area. If no team officials are able to produce their EMSA I.D., the game will be recorded as a default loss and three (3) points and five (5) goals will be awarded to the opposing team.
- If a team knows ahead of time that it will be unable to supply the EMSA I.D. cards for the registered team officials, or if the registered team officials are unable to attend a game, the team may request that a substitute coach or coaches be granted permission to take control of the team temporarily. A request to allow for a substitute coach or coaches must be sent to the EMSA League Director and should the request be approved, they will provide a permission letter to allow the substitute coach/coaches on the bench. This permission letter must be handed to the referee prior to kickoff and will be kept for submission to the EMSA League Director along with the white copies of the official game sheet.
- A team official can use a picture of his/her EMSA I.D. card shown on an electronic device.

**Note: there is a \$20.00 charge for any replacement EMSA I.D. cards, where the card has not expired.*

Equipment, Casts, Splints and Jewelry

- Cleated outdoor soccer shoes, or runners, are the only permissible footwear to be worn by players.
- It is at the discretion of the game official what will constitute dangerous equipment which must be removed in order for play to be allowed.
- Under no circumstance will splints and/or casts be permitted to be worn on the field during game play.
- Players who wear braces (knee, ankle, wrist etc...) will be permitted to wear these during game play provided that the brace does not have the potential to injure others. The decision to allow specific braces is left to the game official.
- **Players refusing to remove any type of jewelry at the request of the referee, including all external body piercings, will not be permitted to play. Taping is not permitted.**

It is the responsibility of the Home Team to supply the game ball as specified below:

Age Group	Ball Size
U6	Size 3
U8	Size 3
U10	Size 4
U12	Size 4
U14	Size 5
U16	Size 5
U18	Size 5

- Corner Flags: Each team must provide three (3) flags that meet FIFA requirements are to be of a solid structure, distinctive in colour, and a minimum of five (5) feet high, with a minimum diameter of 1" and a maximum diameter of 2". These flags are to be firmly planted in the ground at each corner of the field at the goal line and at the centre line.
- Each team must provide a goal net.
- It is the **HOME** teams responsibility to change their jersey or wear pinnies, should the jersey colour of both teams conflict.
- In the event that a team does not have uniform jerseys at the start of the game, the game will be defaulted, with three (3) points and five (5) goals being awarded to the opposing team.

Game Length & Time Outs

Age Group	Halves (minutes)	Total Time
U8 Premier (7 v 7)	2 x 25	50 minutes
U10 (7 v 7)	2 x 30	60 minutes
U12 (8 v 8)	2 x 35	70 minutes
U14 (11 v 11)	2 x 40	80 minutes
U16 (11 v 11)	2 x 45	90 minutes
U18 (11 v 11)	2 x 45	90 minutes

- Each team is entitled to up to three (3) minutes of interval time per the referee's discretion.
- There are no time outs permitted in the Outdoor Season.

Late Arrivals and Failure to Show

- A team will not be considered as 'present' without a minimum of seven (7) registered players for U14/U16/U18, six (6) for U12 and four (4) for U10/U8 Premier, at the scheduled kickoff time.
- A 15 minute grace period is provided for a team to be present. If a team is not present after such time, the game will be recorded as a default win for the opposing team and they will be awarded three (3) points and five (5) goals in their favor by the league director.
- In order to claim the default win, the team that is present must turn in their completed game sheet to the referee.
- Late players must arrive prior to kickoff of the second off. Players arriving after such time will not be permitted to play.
- It is not mandatory for the opposing team to wait any longer than the 15 minute grace period. After this time has expired, the field may be used for a practice or an exhibition game for the remainder of the time that was scheduled for the game.
- In the event that both teams are not present, the game will be recorded as 'cancelled'. These games will not be rescheduled.
- An administration fee will be issued to the head coach of the team who fails to show up to their scheduled game, provided they did not notify the EMSA league director 48 hours prior to the game.

Rescheduling of Games: Community

If a regular league game conflicts with a **SOCCER TOURNAMENT, GRADUATION** or **FINAL EXAMS** the game may be rescheduled. A soccer tournament, graduation or final exams are the only three reasons accepted for rescheduling games during the Outdoor Season. **NO OTHER REASONS will be accepted and games will stay as scheduled.**

Steps for Rescheduling a Game:

Both team's coaches are responsible for all aspects of rescheduling the game.

*NOTE: Once the schedule is released teams will have a deadline of 24 hours after their first game on the current round/schedule to notify the League Director in writing of the intent to reschedule any games for that current round. Once past the deadline there will be no reschedules allowed.

Step #1: If you are the team who is requesting the reschedule, you must send an email to shannond@emsamain.com indicating the game details and reasoning for the reschedule request. **BOTH teams involved will then receive an email from the League Director indicating that permission has been given to reschedule the game. If you don't receive that permission email it means the game has not been given the go ahead to be rescheduled.**

Step #2: The EMSA League Director will email the Home Team's Zone Referee and Field Assignor to cancel the originally scheduled game.

Step #3: The TEAM WHO REQUESTED THE RESCHEDULE contact's the opposing coach to come up with an agreed upon rescheduled date

Step #4: Once a date has been agreed upon, the TEAM WHO REQUESTED THE RESCHEDULE is responsible for contacting the home Zone's FIELD coordinator to rebook another field for the rescheduled game.

Step #5: The TEAM WHO REQUESTED THE RESCHEDULE is responsible to let the opposing team know all new game details.

Step #6: The TEAM WHO REQUESTED THE RESCHEDULE is to notify League Director in writing via email (shannond@emsamain.com) of all rescheduled game details, Please include your division and team details as well as the original date, time, field and the new date, time field.

Step #7: League Director will update the website with the rescheduled game details and send an email to both teams as well as the home Zone Referee Assignor confirming the new rescheduled game details. The rescheduled game is not considered legal until that time. Please keep in mind that the EMSA office is only open during the weekdays.

If the opposing coach and you cannot agree on a reschedule date, please notify the League Director and he/she will step in and take over the rescheduling process. Please note that you must give the League Director enough notice to be able to help you with the rescheduled game. If you send notice a day or two before the rescheduling deadline then we will be unable to help you.

*Once the game has been confirmed by the League Director, if one team fails to show for a rescheduled game then that team will lose by default. If both teams fail to show for a rescheduled game, the game will go down as not being played, no stats or points will be awarded and the game will not be rescheduled.

ALL RESCHEDULED GAMES MUST BE COMPLETED within three (3) weeks of the original scheduled date. If there is less than three weeks left on the schedule you must have those games completed prior to your last game on the schedule. If the game does not get played within the three week deadline or before the last game on the schedule (if there are less than three weeks left) then it will go down as not being played, no stats or points will be awarded. However, if the outstanding game will impact the standings in regards to post season play advancement in the main/final round, the EMSA League Director will reschedule the game. If you are rescheduling the last game on your schedule it must be rescheduled to a date prior to when it was originally scheduled.

Rescheduling of Games: Premier

If a regular league game conflicts with a **SOCCER TOURNAMENT, GRADUATION** or **FINAL EXAMS** the game may be rescheduled. A soccer tournament, graduation or final exams are the only three reasons accepted for rescheduling games. **NO OTHER REASONS will be accepted and games will stay as scheduled.** If you are entered into a soccer tournament on a particular weekend that there is a league game, **DO NOT wait until the tournament schedule is released! Reschedule that game right away.**

*NOTE: We request that all rescheduling requests be received by the EMSA office ONE WEEK PRIOR to the original game date.

Steps for Rescheduling a Game:

Step #1: If you are the team who is requesting the reschedule, you must send an email to angelad@emsamain.com indicating the game details and reasoning for the reschedule request.

BOTH teams involved will then receive an email from the League Director indicating that permission has been given to reschedule the game. If you don't receive that permission email it means the game has not been given the go ahead to be rescheduled.

Step #2: The EMSA League Director will email the Home Team's Zone Referee and Field Assignors to cancel the originally scheduled game.

Step #3: The TEAM WHO REQUESTED THE RESCHEDULE contact's the opposing coach to come up with an agreed upon rescheduled date.

Step #4: Once a date has been agreed upon, the TEAM WHO REQUESTED THE RESCHEDULE is responsible for contacting the home Zone's FIELD coordinator to rebook another field for the rescheduled game.

Step #5: The TEAM WHO REQUESTED THE RESCHEDULE is responsible for letting the other team know all new game details.

Step #6: The TEAM WHO REQUESTED THE RESCHEDULE is to notify League Director in writing via email (angelad@emsamain.com) of all rescheduled game details, Please include your division and team details as well as the original date, time, field and the new date, time field.

Step #7: League Director will update the website with the rescheduled game details and send an email to both teams as well as the home Zone Referee Assignor confirming the new rescheduled game details. The rescheduled game is not considered legal until that time. Please keep in mind that the EMSA office is only open during the weekdays.

If the opposing coach and you cannot agree on a reschedule date, please notify the League Director and he/she will step in and take over the rescheduling process. Please note that you must give the League Director enough notice to be able to help you with the rescheduled game. If you send notice a day or two before the rescheduling deadline then we will be unable to help you.

*Once the game has been confirmed by the League Director, if one team fails to show for a rescheduled game then that team will lose by default. If both teams fail to show for a rescheduled game, the game will go down as not being played, no stats or points will be awarded and the game will not be rescheduled.

ALL RESCHEDULED GAMES MUST BE COMPLETED within three (3) weeks of the original scheduled date. If there is less than three weeks left on the schedule you must have those games completed prior to your last game on the schedule. If the game does not get played within the three week deadline or before the last game on the schedule (if there are less than three weeks left) then it will go down as not being played, no stats or points will be awarded. However, if the outstanding game will impact the standings in regards to post season play advancement in the main/final round, the EMSA League Director will reschedule the game. If you are rescheduling the last game on your schedule it must be rescheduled to a date prior to when it was originally scheduled.

Lightning and Severe Weather Policy

The safety of players, coaches, management and spectators is the primary concern in any weather event that occurs during all matches. By understanding and following the information below, the safety of everyone shall be greatly increased. Ultimately the referee has the final say over delaying or restarting a match due to weather. Waiting to stop play or not waiting to start play may result in a serious injury or loss of life. Referees are expected to act responsibly when dealing with such events during matches they are controlling.

When lightning is detected, you can determine the distance of lightning in your area by counting the number of seconds between the flash and the first sound of the thunder and dividing by five (5). This will give you the distance in miles from your location. Remember, if you are in a higher elevation, the lightning can come upon you much quicker and your reaction time is greatly hindered.

30/30 Rule

When you see lightning, count the time until you hear thunder. If this time is thirty (30) seconds or less, seek proper shelter. Wait thirty (30) minutes or more after hearing the last thunder before leaving the shelter. If you cannot see the lightning, just hearing the thunder is a good back up rule.

Additional Information

Please note the following recommendations from Environment Canada:

The existence of blue sky and absence of rain are not protection from lightning. Lightning can and does strike as far as ten (10) miles away from the rain shaft. It does not have to be raining for lightning to strike. Many lightning casualties occur in the beginning, as the storm approaches because many people ignore initial precursors of high winds, some rainfall and cloud cover. Generally the lightning threat diminishes with time after the last sound of thunder, but many persist for more than thirty (30) minutes.

Lightning can strike ahead of the parent cloud – take action even if the thunderstorm is not overhead.

Be aware of how close the lightning is occurring. The flash-to-bang method is the easiest and most convenient way to estimate how far away lightning is occurring. Thunder always accompanies lightning, even though its audible range can be diminished due to background noise in the immediate environment and its distance from the observer.

Lightning awareness should be increased with the first flash of lightning or the first clap of thunder, no matter how far away. This activity must be treated as a wake-up call to all. The most important aspect to

monitor is how far away the lightning is occurring, and how fast the storm is approaching, relative to the distance of a safe shelter.

Recognize that personal observation of lightning may not be sufficient. Additional weather information may be required to ensure consistency, accuracy and adequate advance warning.

Rain Out Procedure

All Premier Teams & ALL U14/U16/U18 teams.

CITY OF EDMONTON RAIN OUT LINE: 496-4999 ext. 1

EMSA Complex at Ivor Dent Park Rain Out Line: 780.443.6000

Please check the EMSA website for out of City rain out numbers.

★ Unless the fields are officially closed through the rain out lines, regardless of current or pending inclement weather, teams are required to report to their field or risk forfeiture. It will be the referee's discretion if the game will commence.

Rain Out Rescheduling Procedure:

When a game is rained out due to the City of Edmonton (or out of town rain out line) closing the fields, or the referee called the game due to inclement weather, it will be up to the coaches to reschedule the game amongst themselves.

Step #1: Home team must send an email to their EMSA League Director indicating the game details and indicating the game did not go due to field closure or referee halting the game due to inclement weather.

- Community teams (Tier 4 and lower) send email to Community League Director shannond@emsamain.com
- Premier teams send email to Premier League Director angelad@emsamain.com

Step #2: Contact the opposing coach to come up with an agreed upon rescheduled date. If the opposing coach and you cannot agree on a reschedule date, please notify the League Director and he/she will step in and take over the rescheduling process. Please note that you must give the League Director enough notice to be able to help you with the rescheduled game. If you send notice a day or two before the rescheduling deadline then we will be unable to help you and the game will go down as not being played.

Step #3: Once a date has been agreed upon, the Home team is responsible for contacting their home field coordinator to rebook another field for the rescheduled game.

Step #4: Home team is responsible for letting opposing team know all rescheduled game details.

Step #5: Notify League Director in writing (via email/fax) of all rescheduled game details, Please include your division and team details as well as the original date, time, field and the new date, time and field.

Step #6: League Director will send an email to both teams as well as the Home Zone's Ref Assignor confirming the rescheduled game details have been received and approved by the EMSA office. The rescheduled game is not considered legal until that time. Please keep in mind the EMSA office is only open during the weekdays.

*Once the game has been confirmed by the League Director, if one team fails to show for a rescheduled game then that team will lose by default. If both teams fail to show for a rescheduled game, the game will go down as not being played, no stats or points will be awarded and the game will not be rescheduled.

ALL RESCHEDULED GAMES MUST BE COMPLETED within three (3) weeks of the original scheduled date. If there is less than three weeks left on the schedule you must have those games completed prior to your last game on the schedule. If the game does not get played within the three week deadline or before the last game on the schedule (if there are less than three weeks left) then it will go down as not being played, no stats or points will be awarded. However, if the outstanding game will impact the standings in regards to post season play advancement in the main/final round, the EMSA League Director will reschedule the game.

Referee No Show Rescheduling Procedure

If your center referee or linespersons are a no show for your game, please try and give your Referee Assignor a call and if they are able to answer the call he/she will try to send someone your way. If you are unable to get a hold of your Referee Assignor or he/she is unable to send you a referee, you may have someone who is present ref your game as long as both coaches are in agreement on the person. If you start the game with a substitute referee that means that both coaches have agreed and there can be no argument after the game because the coaching staff didn't like how the substitute referee handled the game. The game will stand as is. Please make a note on the game sheet and have both coaches sign their name beside the note to indicate they have agreed on the substitute referee.

If you wish for the game to be rescheduled, both teams must leave the field of play. YOU MUST NOT PLAY ANY TYPE OF EXHIBITION OR SCRIMMAGE. IF ANY TYPE OF GAME IS PLAYED THE GAME SHALL BE CONSIDERED VALID AND THE SCORE WILL COUNT IN THE STANDINGS.

If rescheduling is chosen please follow the steps below:

Step #1: Home team must send an email to their League Director indicating the game details and indicating the game did not go due to referee no show.

- Community teams (Tier 4 and lower) send email to Community League Director shannond@emsamain.com
- Premier teams send email to Premier League Director angelad@emsamain.com

Step #2: Contact the opposing coach to come up with an agreed upon rescheduled date. If the opposing coach and you cannot agree on a reschedule date, please notify the League Director and he/she will step in and take over the rescheduling process. Please note that you must give the League Director enough notice to be able to help you with the rescheduled game. If you send notice a day or two before the rescheduling deadline then we will be unable to help you and the game will go down as not being played.

Step #3: Once a date has been agreed upon, the Home team is responsible for contacting their home field coordinator to rebook another field for the rescheduled game.

Step #4: Home team is responsible for letting the opposing team know all rescheduled game details.

Step #5: Notify League Director in writing (via email/fax) of all rescheduled game details. Please include your division and team details as well as the original date, time, field and the new date, time and field.

Step #6: League Director will send an email to both teams as well as the Home Zone Referee Assignor confirming the rescheduled game details have been received and approved by the EMSA office. The rescheduled game is not considered legal until that time.

*Once the game has been confirmed by the League Director, if one team fails to show for a rescheduled game then that team will lose by default. If both teams fail to show for a rescheduled game, the game will go down as not being played, no stats or points will be awarded and the game will not be rescheduled.

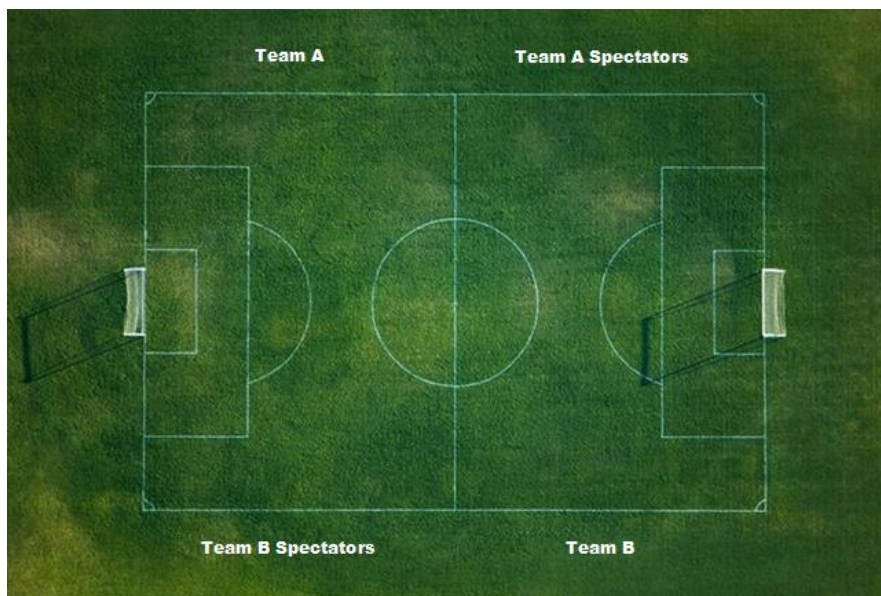
ALL RESCHEDULED GAMES MUST BE COMPLETED within three (3) weeks of the original scheduled date. If there is less than three weeks left on the schedule you must have those games completed prior to your last game on the schedule. If the game does not get played within the three week deadline or before the last game on the schedule (if there are less than three weeks left) then it will go down as not being played, no stats or points will be awarded. However, if the outstanding game will impact the standings in regards to post season play advancement in the main/final round, the EMSA League Director will reschedule the game.

Location of Teams/Spectators on Field Sidelines

It is EMSA's policy that teams will sit on opposite sides of the field from one another. The spectators of a team should sit on the same side of the field as their own team but will be separated from their team by the center flag.

The home team will have the choice as to which side they prefer.

We do realize that several fields in the City or surrounding areas do not allow teams to sit opposite of one another due to space constraints. If you are playing at a field that is set up at such both teams and their spectators will sit on the same side with the center line flag between the two groups.



Registration Violations/Discipline

Suspensions delivered to team officials and/or players are to be served in full. Suspensions may include, but are not limited to, being disallowed to participate in all aspect of the game including coaching, playing and refereeing.

1. In the event that a player participates in a game and is unable to produce their EMSA I.D. Card by the end of it (without special written permission from the EMSA office), a one (1) game suspension will be delivered to the team official. In addition, the opposing team will receive a default win for the game and will be awarded three (3) points and five (5) goals.
2. A second offense, of the same nature, will result in an indefinite suspension being delivered to the team official pending a hearing in front of the EMSA Discipline Committee. The opposing team will also receive a default win for the game and will be awarded three (3) points and five (5) goals.
3. Violation of the following rules & regulations will result in the team official being reprimanded. A second violation of the same nature will result a suspension being delivered to the team official pending a hearing in front of the EMSA Discipline Committee.
 - A. Failure to note a Trialist Player, or to properly associate numbers with players, when all other regulations are satisfied, or
 - B. Failure to provide the Team Registration Form upon request, when all other regulations are satisfied, or
 - C. Failure to submit the proper authorization, in the form of a letter of acknowledgment and/or release forms, for all Trialist and/or Import Players, and all other regulations are met,
4. All games played under the following infringements will result in a default win being awarded to the opposing team, where they will receive three (3) points and five (5) goals. The team official of the offending team will receive will receive a suspension of one (1) game. Additional offenses of the same nature, in the same season, will result in an indefinite suspension being delivered to the team official pending a hearing in front of the EMSA Discipline Committee. Administration fees may be imposed.
 - A. More Imported players are used than allowed, or ineligible import players are used, or
 - B. More Trialist players are used than allowed, or ineligible Trialist players are used, or
 - C. Exceeding the limit of players allowed on a given roster, where special permission has not been granted, or
 - D. Non-registered, or players serving a suspension are used, or
 - E. More players are dressed than allowed where special permission has not been granted, or
 - F. A player participates without his/her EMSA I.D. card and is unable to produce the card by the end of the game, or
 - G. A player participates in a game with an expired EMSA I.D. card (as noted by the game official) and does not renew their card within the following 7 days (weekdays and weekends included).
 - H. A team official participates in a game without and EMSA I.D. card, or the EMSA I.D. is expired.
5. Failure to submit a complete gamesheet by 1:00 PM the following business day will result in an administration fee being issued against the offending team (outdoor only).
6. Failure to post the game results online, by 1:00 PM the following business day, will result in an administration fee being issued against the home team.

Violating Game Regulations

- Failure to complete a game, regardless of the amount of time remaining, will result in the team officials of both the home and away team being brought before the EMSA Discipline Committee, who will make the final decision on the game results and any subsequent disciplinary action. It is mandatory that the gamesheet be turned in to the EMSA League Director – failure to do so will result in loss of points.
- The engagement of any violent conduct by members of opposing teams, or the same team, will not be tolerated and will result in an immediate suspension pending a hearing with the EMSA Discipline Committee.
- EMSA registered teams who cause a disturbance to another EMSA sanctioned game, in which they are not participating, will be suspended pending a hearing with the EMSA Discipline Committee.
- Player boxes, penalty boxes and spectator areas are considered part of the field of play. Any player or team official who is ejected from a game is not permitted in any area within the field of play.
- Jerseys are not to be removed outside of the designated areas. Failure to comply with this rule, 401.5, will result in an automatic one (1) game suspension of the offending player(s). A second offense of the same nature will result in an indefinite suspension pending a hearing with the EMSA Discipline Committee.

Player Violations

1. The following offenses committed by a registered EMSA player will result in that player being issued a caution (yellow card) by the referee. A second caution (yellow card) in the same game will result in that player being ejected from the game by the referee. In addition to being ejected from the game, the player will receive a one (1) game suspension. A player, who receives a single caution (yellow card) in two (2) consecutive games, will be issued a one (1) game suspension by the EMSA League Director.
 - A. Entering or leaving the field of play without the consent of the referee, or
 - B. Dissent directed towards the referee, or
 - C. Persistent infringement of the laws of the game, or
 - D. Encroachment of free kicks, or
 - E. Unsportsmanlike conduct
2. Punishment for offenses leading to a person's ejection:

**All suspensions are automatic and will apply to the next scheduled game.*

 - A. Spitting at anyone other than a game official(s) will result in an eight (8) game suspension. Subsequent altercations will result in a full season's suspension.
 - B. Foul, Abusive, Offensive or Insulting Remarks/Language not directed at the game official(s):

Event	Punishment
First offense	2 game suspension
Second offense	4 game suspension
Third offense	Indefinite pending a hearing with the EMSA Discipline Committee

Racial Remarks:

Event	Punishment
First offense	4 game suspension
Second offense	8 game suspension

- C. Foul or abusive language and/or gestures directed at the game officials and individuals identified as EMSA/Zone staff and/or EMSA/Zone Board of Directors will result in a minimum four (4) game suspension. Any subsequent altercation will result in a hearing before the EMSA Discipline Committee.
- D. Insulting or offensive gestures towards anyone at the field of play will result in a minimum two (2) game suspension. Any subsequent altercation will result in a minimum four (4) game suspension.

E. Serious Foul Play (minimum suspension):

Event	First Offense	Second Offense
Dangerous tackle	2 game suspension	4 game suspension
Tackle from behind	2 game suspension	4 game suspension
Charging	2 game suspension	4 game suspension
Pushing	2 game suspension	4 game suspension
Gesture/attempt to kick or hit	2 game suspension	4 game suspension
Throwing objects toward opponent	2 game suspension	4 game suspension
Other extenuating circumstances	Indefinite suspension until a hearing with the EMSA Discipline Committee	Indefinite suspension until a hearing with the EMSA Discipline Committee

F. Violent Conduct (minimum suspension):

Event	First Offense	Second Offense
Strike anyone (excluding referee)	4 game suspension	8 game suspension
Punch anyone (excluding referee)	4 game suspension	8 game suspension
Elbow anyone (excluding referee)	4 game suspension	8 game suspension
Kneeing anyone (excluding referee)	4 game suspension	8 game suspension
Push with intent to injure	2 game suspension	4 game suspension
Throw an object that contacts an opponent	2 game suspension	4 game suspension
Kick anyone (excluding referee)	6 game suspension	10 game suspension
Head Butt anyone (excluding referee)	8 game suspension	Indefinite suspension until a hearing with the EMSA Discipline Committee
Fighting	6 game suspension	Indefinite suspension until a hearing with the EMSA Discipline Committee
Bite/Scratch/Gouge/Spit	Indefinite suspension until a hearing with the EMSA Discipline Committee	
Other extenuating circumstances	Indefinite suspension until a hearing with the EMSA Discipline Committee	

- G. Intentional hand ball will result in a one (1) game suspension.

- H. Threatening anyone (excluding referee) will result in a minimum four (4) game suspension.
- I. Illegally stopping an opponent's breakaway will result in a one (1) game suspension.
- J. Returning to the field of play after a being ejected will result in an indefinite suspension until a hearing with the EMSA Discipline Committee.
- K. Dissent towards a referee will result in a minimum one (1) game suspension.

IMPORTANT:

- All suspensions are automatic.
 - Punishment for any offense that has not been listed herein will be delivered at the discretion of the EMSA Discipline Director.
 - All suspensions listed are the minimum amount required to be served.
 - Suspensions must be served in full and over the course of consecutive games.
 - Suspensions where games could be served after regular league play will be referred to the EMSA Discipline Committee for deliberation.
3. Punishment for offenses leading to a person's ejection for the following:
Abusive conduct towards, spitting at, harassing, threatening, attempting to make physical contact or with any game official(s), prior to, during, or after the game will result in the immediate and indefinite suspension of the person (s) involved and referral to the Alberta Soccer Association for a discipline hearing.
 4. Any person who has been ejected from a game for failing to comply with the rules of the game, not otherwise described in section 504 of the Rules and Regulations, will receive a minimum and automatic one (1) game suspension. A second ejection in the same season, for the same offense, will result in a minimum four (4) game suspension and will require a hearing with the EMSA Discipline Committee.

Team Official Violations

1. Dissent towards a game official will result in a suspension of up to three (3) games and the possibility of a fine, administration fee, or performance bond, being issued against the offender.
2. Abusive conduct over and above dissent, or the failure to assist the game official in maintaining discipline on, or about, the field, will result in a minimum four (4) game suspension being issued against the offender. Subsequent offenses will result in an indefinite suspension being issued against the offender, pending a hearing with the EMSA Discipline Committee, as well as, the possibility of being issued an administration fee and/or performance bond.
3. The following actions towards a game official (prior to, during and/or after the game), will result in an immediate and indefinite suspension being issued towards the offender, pending a hearing with the Alberta Soccer Association;
 - Abusive conduct towards,
 - Spitting at,
 - Harassing,
 - Threatening,
 - Attempting to make physical contact with,
 - Making physical contact with

4. Coaching Offenses:

Event	First Offense	Second Offense
Dissent Leading to Ejection	Warning – 3 game Suspension	3 game suspension
Other Extenuating Circumstances	2 game suspension	Indefinite suspension until a hearing with the EMSA Discipline Committee
Foul/Abusive language not directed at the game official	1 game suspension	2 game suspension
Insulting/Offensive gestures	2 game suspension	Indefinite suspension until a hearing with the EMSA Discipline Committee
Foul/Abusive language directed at a game official	4 game suspension	Indefinite suspension until a hearing with the EMSA Discipline Committee
Insulting/Offensive gestures directed at a game official	4 game suspension	Indefinite suspension until a hearing with the EMSA Discipline Committee
Playing an illegal trialist/player	1 game suspension	Indefinite suspension until a hearing with the EMSA Discipline Committee
Playing a suspended player	Indefinite suspension until a hearing with the EMSA Discipline Committee	
Returning to the field of play following an ejection	2 game suspension	Indefinite suspension until a hearing with the EMSA Discipline Committee
Persistent game day violations (as per the League Directors report)	Warning	1 game suspension
Abandoning a game (failing to produce player cards, unsatisfied with referring etc)	3 game suspension	Indefinite suspension until a hearing with the EMSA Discipline Committee
Other Extenuating Circumstances	Indefinite suspension until a hearing with the EMSA Discipline Committee	

All coaches, players and spectators have the right to an appeal. Official appeals can only be filed by the team's correspondence liaisons. **One (1) game suspension's cannot be appealed.*

****Suspended coaches can be present at games, but must be seated with the spectators and are prohibited from providing any play instruction during the game.***

Discipline Procedure

1. All offenses will be marked on the gamesheet by the game official. The gamesheet is then turned into the EMSA League Director who will impose the disciplinary action required. **All suspensions are automatic. Team officials are responsible for heading the suspension whether or not they have officially been informed by the EMSA office/Discipline Director.** Suspensions will be confirmed by the Discipline Coordinator, in writing and/or by telephone, stating the reason of the suspension and its duration. Written notification must be completed on an EMSA Disciplinary Form.
2. Any attempt to alter the conditions of the suspension by the team official must be made in the form of an appeal. This appeal is to be submitted, in writing, to the EMSA Discipline Director at the EMSA office. There are no appeals granted for one (1) game suspensions, and/or, for cautionary offenses (i.e. no appeals for a single yellow card).

Violating Suspensions

Any person(s) found in violation of their suspension will be brought before the EMSA Discipline Committee for further action. The violation of any suspension may result in up to a one (1) year suspension from EMSA.

Protest of Game of Results

1. Protests of game results must be submitted in writing, along with a cash/money order/certified cheque (payable to the Edmonton Minor Soccer Association) in the amount of \$75.00, to the EMSA League Director within 24 hours of the being completed. Should the game results be overturned as a result of the protest, the administration fee will be refunded.
2. Questionable points of facts/points of view of the game official(s) will not be considered for protest.

Appeal Procedure

Appeals of decisions are to be submitted in writing - within 48 hours of receiving the decision notification (excluding weekends and holidays), along with a cash, money order or certified cheque in the amount of \$100.00 (payable to Edmonton Minor Soccer Association), to the EMSA Discipline Director at the EMSA Main office.

Appeal fees will be refunded in the event that the individual in question has been exonerated by the EMSA Discipline Committee.

Concerns/Feedback on Referee's

*Please see **Scoring Games (pg.7)** for information on how to provide feedback on game officials.*

Additionally, any further questions and/or concerns pertaining to game officials can be sent to the referee assignor of that zone.

Tie Breaking Procedure (EMSA league play only)

When there is more than one (1) team at the end of a round that has accumulated the same number of total points within their division/group/tier, a tie breaking procedure is required in order to determine which team has the higher standing. The following are the procedures used to determine team standings.

Two (2) Way Tie

1. Head to Head Game(s)

The winner of the game(s) between the two (2) teams will determine the higher ranking team. Ex. Team A & B are tied. The EMSA League Director will look back at the records to view the game results for the game(s) where Team A played against Team B. The winner of this/these game(s) will be considered to be in higher standing. Should the teams remain tied, the EMSA League Director will proceed to step 2 in the procedure.

2. Total Goal Differential

The total goal differential is determined by subtracting the total number of goals scored against each team by the number of goals scored in the favor of each team, within the round in question only. The team that has the greater goal differential will be considered to be in higher standing. Should the teams remain tied, the EMSA League Director will proceed to step 3 in the procedure.

3. Least Goals Scored

The team which has the fewest number of goals scored against them, within the round in question only, will be considered to be in higher standing. Should the teams remain tied, the EMSA League Director will proceed to step 4 in the procedure.

4. Penalty kicks

The EMSA League Director will schedule a place and time for penalty kicks to be made between the two (2) teams. Teams and game officials will follow the appropriate procedure for penalty kicks.

Three or more (3+) way tie

1. Total Goal Differential

The total goal differential is determined by subtracting the total number of goals scored against each team by the number of goals scored in the favor of each team, within the round in question only. The team that has the greater goal differential will be considered to be in higher standing. Should the teams remain tied, the EMSA League Director will proceed to step 2 in the procedure. Should a team have a different total goal differential than the others, they will be removed from the procedure at this stage, the teams that remain tied will continue into step 2 of the tie breaking procedure.

2. Least Goals Scored

The team which has the fewest number of goals scored against them, within the round in question only, will be considered to be in higher standing. Should the teams remain tied, the EMSA League Director will proceed to step 3 in the procedure.

3. Penalty kicks

The EMSA League Director will schedule a place and time for a single round robin of penalty kicks to take place between the remaining teams. Teams and game officials will follow the appropriate procedure for penalty kicks.

Post Season Information

Post season information will be emailed to you, as soon as it becomes available.

Teams are responsible for informing themselves on the post play information for their division.

Post Season Commitment Form

Post season commitment forms are distributed in the coaches' packages for all U14-U18 community league teams. This form indicates whether or not your team will be participating in the applicable post season competition, should it qualify. This form must be completed and submitted to the EMSA League Director by **May 27, 2016**.

It is mandatory that all Premier League teams (Tier 1, 2, 3 and Premier A & B) attend the post season competition, should they qualify. As a result, Premier teams *do not* need to complete this form.

**Note: Out of District teams are not eligible to participate in the post season Provincials competition. Community League teams, however, may participate in the EMSA City Finals and InterCities competitions. A post season commitment form must be submitted by the deadline to advance.*

Post Season Competitions

Community League:

City Finals – July 4-10, 2016

- U10 – U18 Boys/Girls

**Final season standings and post season advancement to Provincials and InterCities will be determined from this competition.*

Community League:

InterCities – July 23 & 24, 2016

- U10 – U18 Girls: Calgary
- U10 – U18 Boys: Edmonton

Provincials – July 22, 23, & 24, 2016

- U10 – U18: location TBD pending ASA.

Player Transfers/Registration

The process of transferring/registering a player must begin with your zone office/registrar. Should further assistance be required, please contact the EMSA Main office.

Transfer Deadline:

Tier 1,2 & 3: July 12, 2016

Tier 4: July 5, 2016

Field Locations

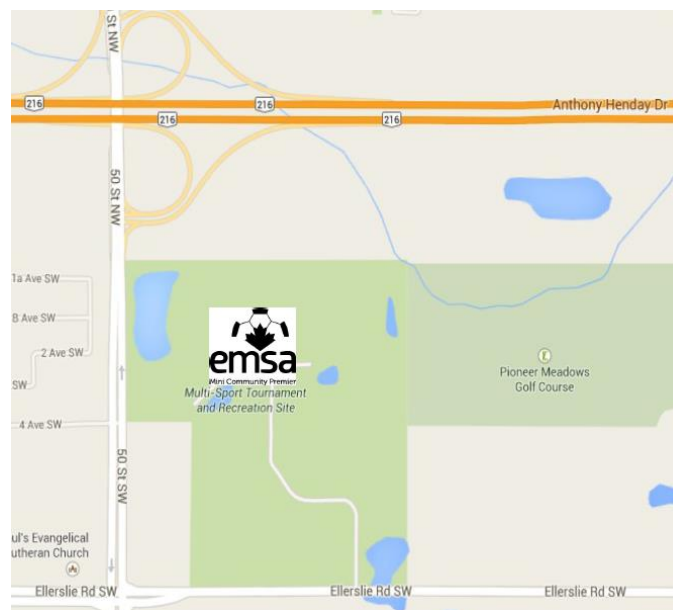
An EMSA field location map is included in all coaches packages.

All field contracts are held by individual zones. Please contact your zone for inquiries regarding fields in your communities.

Ivor Dent Sports Park (EMSA South Complex)

Dedicated Rain Out Line: 780.443.6000

EMSA has scheduled some league games at our brand new facility located on the North East corner of Ellerslie Road and 50 Street in the South end of the City driveway access via the traffic light on 50 Street (address 503 - 50 Street). We have a total of 8 full size fields at the Ivor Dent Sports Park.



Please note the following information about your games at the EMSA South Complex:

- Based on their current condition, the fields will have roving field numbers. Please look for the EMSA tear drop banners with the field numbers on them that coincide with the field number on your schedule. What is Field #1 one week may not be Field #1 the next week.
- There is a very costly underground irrigation system running throughout the entire complex. This means **ABSOLUTELY NOTHING** can be staked or pinned into the ground such as pop up tents, etc. Please ensure your spectators are aware of this.
- Please ensure any garbage or cigarette butts are disposed of properly. Please ensure your spectators are aware of this.
- The Complex has a dedicated phone line which will be updated by 3:00pm on weekdays and by 10:00am on weekends. The EMSA South Complex rain out line number is: 780.443.6000.

- Nets and flags will already be on site and set up for you at the EMSA South Complex.
- If you have the later game at the Complex, many referees will be taking care of the early game on a different field. Once that 6pm game is complete, they will make their way to your game.

Codes of Conduct & Others

Coach / Volunteer Code of Conduct

Coach / Volunteer Responsibilities:

- To remember that you are an ambassador for the Edmonton Minor Soccer Association [EMSA], your Zone, and your Community, as such, carry oneself with respect, dignity and pride.
- To accept and work within all parameters set forth by the EMSA. To act in accordance with the Aims and Objectives set forth by EMSA.
- To demonstrate a commitment to a role chosen (coach, assistant coach, team manager, etc.).
- To act in accordance with all EMSA Bylaws Rules, Regulations and Policies.
- To carry out one's duties and responsibilities in a manner exhibiting the utmost professionalism, dignity and respect.
- To respect and honor the EMSA Codes of Conduct.
- To carry out one's responsibilities efficiently, accurately and to the best of one's ability.
- To be accountable for the behavior of one's team (if affiliated to one) including all its coaches, players and parents.
- To be accountable for all team-related activities including the accurate completion and timely submission of game sheets, the proper registration of players, the proper use of trialist players and the meeting of all league imposed deadlines.
- To respect the authority and dignity of ALL EMSA game officials including game referees, Board of Directors, staff and other volunteers.
- To comply with any mandates handed down, including all player / coach suspensions.
- To treat all EMSA Board of Directors, staff, fellow volunteers / coaches, players and parents with the utmost dignity and respect.

Coaches' Code

- Soccer is a game for happiness
- The laws of soccer should be regarded as mutual agreements, the spirit or letter of which no one should try to avoid or break
- Visiting teams and spectators are honored guests
- No advantages except those of superior skill should be sought
- Official and opponents should be treated and regarded as honest in intention
- Official decisions should be accepted without looking angry no matter how unfair they may seem
- Winning is desirable, but winning at any cost defeats the purpose of the game
- Losing can be a triumph when the team has given its best
- The ideal is the greatest good to the greatest number
- In soccer, as in life, do unto others as you would have them do unto you

Players' Code

- Play the game for the game's sake
- Be generous when you win
- Be gracious when you lose
- Be fair always, no matter what the cost
- Obey the Laws of the Game
- Work for the good of the team
- Accept the decisions of the Officials with good grace
- Believe in the honesty of your opponents
- Conduct yourself with honour and dignity

- Honestly and wholeheartedly applaud the efforts of you teammates and opponents

Parents' Code

- Children have more need for example than criticisms.
- Make athletic participation for your child and other a positive experience.
- Attempt to relieve pressure of competition, not increase it. A child is easily affected by outside influences.
- Be kind to your child's coach and officials. The coach is a volunteer giving personal time and money to provide a recreational activity for your child. The coach is providing a valuable community service, often without regard other than the personal satisfaction of having served their community.
- The opponents are necessary friends. Without them your child could not participate meaningfully.
- Applaud good plays by your team and by members of the opposing team.

Spectator Responsibility

Please remember teams are responsible and will be held accountable for the behaviour of their spectators/parents.

This book is an excerpt of our rules, regulations and policies. For the complete listing of EMSA Rules & Regulations please visit:

www.emsamain.com

