Checklist for Rec Coaches

As you prepare for the season to start…Thank You! In case you miss the Coaches Meeting, or don't already have this information, below are important items to know before a new season begins.

Internet:
Use it - please. Here are two key websites to add to your favorites.
www.parklandsoccer.org (our PASC website)
www.nvysl.com (PASC rec teams play in the NVYSL league)

Get a practice time and field:
If you have not already communicated with the Field Coordinator regarding fields (or to confirm you have the time you think you asked for):

1) On our PASC website, under "Fields", look at the "Master Practice Field Schedule"
2) Find a remaining appropriate site / slot, then email **fields@parklandsoccer.org** with your team's head coach name, and age group, for example U10B, U12G, ... requesting that slot.

If nothing seems available that's appropriate, please remain calm. There is always some juggling; creativity and flexibility will be needed.

Equipment bags:
Exchange a $100 deposit check made out to PASC in return for a bag with balls, pinnies, cones, goalkeeper shirt and gloves. At the end of the season, you exchange the bag for your deposit check. Pick-up is at ATAS on **6612 Snowdrift Road**.

Contact our Registrar at **admin@parklandsoccer.org** if you have not yet picked up your equipment.

Referee Checks:
Usually either handed out the coaches meeting, or information given as to when they would be handed out or mailed.

Register yourself:
Register on our website as the head (or assistant) coach. (Many of you have done this already.) Under our website, choose "Registration".

Register with EPYSA and complete the EPYSA Risk Management Application (essentially registering as a coach with EPYSA)
https://www.youthleaguesusa.com/epysa/2009/RiskManagement.html
This is required by the NVYSL league in which we play, and is needed for insurance purposes. Even if you've done this previous seasons, you need to do it again.

Activate Your Teams:
Establish positive contact with each family on your roster. (An email or phone call from you is a good start; make sure they reply, or you speak with a parent.)

Parents must complete and sign the Medical Release and the RG6 Forms found on the PASC website under "Forms" or "Parent's Place".

Turn in the RG6 form to the Rec Coordinator at the next Coaches Meeting.
Keep the Medical Release Form in case it's ever needed at a practice or game.

PLAYERS ARE NOT ALLOWED TO STEP ONTO THE FIELD WITHOUT THESE FORMS SIGNED AND IN YOUR POSSESSION.

Encourage parents to help with administrative stuff so you have time to coach.

Gear: Soccer cleats (no cleat on the toe) and shinguards essential.

Clothing: Black shorts, red socks that fold over the top of the shinguards, team shirt (no jewelry of any kind, no hooded sweatshirts).

Schedules on the **NVYSL website**.

Directions to fields: On the PASC website, under "Fields". Select the complex for directions and a map.

Get NVYSL Rules and Information:
Download the **Soccer Rules and Guidelines** document at the NVYSL website under the League Info pulldown.

Information on ref fees (pay the ref prior to the game), ball size, number of players on the field, substitutions, how to report incidents, rescheduling games, weather cancellations are in there. Please read this.

Complete the "I Agree" e-mail as requested at the end of the document. It's a good idea to download it, print it, and have a copy with you for games.

Upcoming Events:
Look on our PASC website under "Upcoming Events" for season begin/end dates, photo days, and other key events.

Codes of Conduct for Players and Coaches:
You should read and be aware of these two codes of conduct, one for players and parents, and another for coaches. Both are on the PASC website under "Parent's Place" and "Coaches' Corner"

An email will be sent to all parents with the players and parents code of conduct.
Please download the coaches' version, read it, and abide by it.

Field Etiquette:
It is a privilege for us to use the fields upon which we play. PASC does not own them. It is essential we follow the rules of each field, park in designated areas, and clean up our trash as well as others. Please make your team aware of the rules of each location. Any problems should be reported to the Field Coordinator.

Game day cancellations:
Always assume games are on! Unless www.nvysl.com says otherwise. Tell your parents the same thing… always assume games are on, unless they hear otherwise from you or see a posting on the website.

Monthly Coaches Meetings:
Designed to discuss current topics, issues, and problems. Your attendance or a designated representative for your team is necessary to make these meetings meaningful. Breakout sessions immediately follow the general session. That's your time to discuss what works and what doesn't, ideas for making the job easier, etc.