



# Coach Manual

Revised July 2001

## *Table of Contents*

Club.....	2
Team Organization.....	3
Coach/Parent Letter.....	4
Equipment Essentials.....	5
Stretching & Conditioning.....	6
Warm-Up.....	6
Divisions In Age Levels.....	7
Soccer Rules Made Easy.....	8

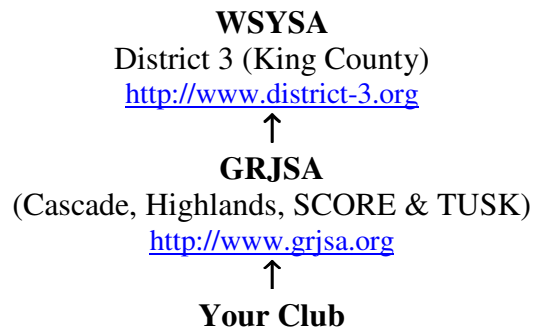
# Club

Your club meets once a month all year long. The meetings are mandatory for every coach. If the coach cannot attend then a designee should be sent.

- These meetings decide the budget for the club, what items the club should purchase, fund raisers, rules, etc.
- This is a very good place for new coaches to meet other coaches and ask questions about how to better coach a team.
- Attendance credit is given for each meeting attended. Attendance credits determine priority ranking for choice of practice field and practice days/times, etc.

Your club is a member of the **Greater Renton Junior Soccer Association (G.R.J.S.A.)**. The members of this association are Cascade Soccer Club, Highlands Soccer Club, Tukwila-Skyway (TUSK) Soccer Club and Soccer Club of Renton East (SCORE).

We are also members of the **Washington State Youth Soccer Association (WSYSA)** in district 3.



**Washington State Youth Soccer Association (WSYSA)**  
33710 9th AVE S., STE 8  
Federal Way, WA 98003  
Phone (253) 4-SOCCER  
or (253) 838-1861  
Fax (253) 925-1830  
<http://www.wsysa.com>

# *Team Organization*

1. Parent Meeting – This is where the coach would explain what is expected from the parents and players on the team. Hand out a code of conduct for the parents and players. Explain the practice schedule, when to show up for practice, what to do if they can't make practice (whom to call) and get parents to volunteer for positions.
2. Parent involvement. It is crucial for a coach to have as many parents involved with the team as possible. The possible parent positions are:
  - a. Phones – this person could call all other parents to notify them of changes in schedules.
  - b. Team Manager
  - c. End of the year gathering organizer (trophies, place, time, etc)
  - d. Assistant Coach
3. Games usually start about the 2<sup>nd</sup> week of September and go until the weekend before Thanksgiving. The game schedule will be handed out at a SCORE meeting prior to that time and as soon as they become available. This year games will start September 15, 2001.
4. The SCORE field coordinator schedules practice field times. Each team is usually limited to 2 practice times a week to start. All remaining time slots can be used by anyone that would like them. Call the field coordinator for extra times.
5. The coach and assistant coach **must** have filled out a WSYSA employment/volunteer application and disclosure statement before starting practices.
6. Uniforms are picked up from the Equipment Coordinator after calling to let them know what sizes and how many you need. Teams can also purchase their own uniforms to wear if that is what they would like to do (SCORE does not refund any money for the purchase of other uniforms). The uniform includes a two color reversible shirt, black shorts and black socks. The SCORE shirt and shorts must be turned in at the end of the season. If you purchase a different uniform the score color is green and the uniforms should be a shade of green.
7. U7, U8, U9 & U10 teams should have a coach or parent that has gone through the referees clinic just in case a referee does not show up for a game. This way each team can provide a referee for half the game and it will be fair.
8. SCORE, GRJSA & WSYSA have a **ZERO** tolerance level for verbal and/or physical abuse directed toward the referees. It is the coaches responsibility to talk with the parents prior to the first game and make sure they understand that there will be no yelling, swearing or other derogatory comments allowed to be made toward the referee. It is also the coaches responsibility to control parents and others on his sidelines during the game.
9. Team pictures are taken once a year in late September. This year on **Sunday Sept 23<sup>rd</sup>**.

# **Coach/Parent Letter**

## **Coach's Philosophy:**

- Players should know more about the game by the time the season is over. This includes a better understanding of the rules and an increased ability to execute the basic skills.
- Players should learn and practice good sportsmanship and team unity. This should be evident in their treatment of teammates, officials, the opposing team and coaches.
- Sports should be fun. By accomplishing the first two goals, practices should be a positive time for players to feel good about what they are doing and games should be a place for them to put into practice what they have learned.

## **Coach's Expectations:**

- Players need to attend practice unless they are sick or there is an unusual circumstance that keeps them away. If transportation is a problem, please try to make arrangements with another parent to help with carpooling. If you can't make a scheduled game or practice call the coach and tell them.
- Playing time depends on the effort put forth in practice. A "star" player may "sit out" if attitude or effort is not very positive. Generally if all players are working hard, they will get equal playing time.
- Be at the games 30 minutes before they start.
- Parents are encouraged to stay and watch practices. Water bottles should be brought to every practice. No food snacks.
- Parents are expected to model good sportsmanship to the officials, coaches, parents and players. Children learn best by example.
- Open communication between coach, parents and players is a must. If you have a question or concern, please bring it up as soon as possible so a solution can be found.
- Players should bring an appropriate size ball to each practice and must wear shin guards.

## **PRACTICE TIME & LOCATION:**

---

**COACH** \_\_\_\_\_

**PHONE** \_\_\_\_\_

## *Practice, Clinics & Books*

### **FOUR KEY ELEMENTS OF A SUCCESSFUL PRACTICE**

1. Action – Keep your player active
2. Repetition – Provide many repetitions of the basic skills. Use a variety of drills to work on the same basic skill.
3. Competition – Inspire players to compete with themselves and with others.
4. Organization – Plan every practice session.

It is very important for a coach to be prepared before each practice. The coach should know what skills they would like to focus on during each practice. The drills can be found on the Internet, in books or from other coaches/parents. Each practice should have one skill to learn and several drills to learn this. Players need to stay active during the entire practice. Repetition is the key to learning. Start your next practice by reviewing the previous practice skill.

There are also many different Coaches clinics that can be found for each age level. There are modules that are designed for coaching U7-U10. They are Module 1, Module 2 and Module 3. Then the clinics move to licenses starting at E, D, C, B & A. The E licenses is for coaches with prior experience and are starting to coach the 11 vs. 11 team. Dates and times for these clinics can be found by calling the WSYSA office or looking on their website ([www.wsysa.com](http://www.wsysa.com)). These clinics are held all around the state and at different times of the year. They offer hands on practical information to enhance your abilities as a coach.

There are also many books available to purchase borrow or check out. Three very good books are:

- Coaching 6,7 & 8 year olds by Bobby Howe & Tony Waiters
- Coaching 9,10 & 11 year olds by Bobby Howe & Tony Waiters
- FIFA Laws of the Game

These books can be purchased from WSYSA, checked out from libraries or borrowed from other coaches. The public libraries also have many other books and videos that can be checked out.

## *Equipment Essentials*

Score provided Uniforms **must** be returned by the December Coaches meeting. The easiest way to do this is to have the coach collect them at the party at the end of the season. If it occurs immediately after the last game then collect the uniforms dirty and wash them yourself. If you try to collect them later it is very difficult and time consuming. Then you can turn them in right away and have the entire season done.

### **Provided by SCORE**

- Game Balls (1-2 provided by SCORE)
- Uniforms (Shirt, shorts & socks provided by SCORE)
- First aid kit (provided by SCORE)
- Player medical releases (needed at each practice in case of injury, provided by SCORE)

### **Provided by Coach**

- 10-12 cones (can be purchased at most sporting goods stores)
- Practice Balls (5 or 6)

- Goalkeeper Shirt, Pant & Gloves
- Whistle

## **Stretching & Conditioning**

Training for young athletes has always stressed discipline, constantly pushing to new limits, and building maximum strength and power. As coaches, we are interested in team performance, but our most important goal is the proper teaching of the young athletes under our supervision.

The best way to teach stretching is by our own example. When you yourself do the stretches and enjoy them, you will communicate this with your enthusiasm. You will generate the same kind of attitude in your students.

In recent years, some attention has been given to stretching for injury prevention, but even here, there has been too much emphasis on maximum flexibility. Stretching is entirely individual. Let your young athletes know that is not a contest. There should be no comparisons made between children because each is different. The emphasis should be on the feeling of the stretch, not how far one can go. Stressing flexibility at the beginning will only lead to over stretching, a negative attitude and possible injuries. If you notice someone who is tight or inflexible, don't single him/her out; emphasize the proper stretches for him/her alone, away from the group.

As a coach, emphasize that stretching should be done with care and common sense. You do not have to set standards or push limits. Do not overwork or force your students to do too much. They will soon find what they feel good doing. They will improve naturally – and enjoy it.

It is important for children to understand that each and every one of them is an individual without comparison and with a certain potential. What it all boils down to is that all they can do is their best, nothing more.

## **Warm-Up**

Each training session should begin with a warm-up designed specifically for your sport. When possible, begin on the floor and have your athletes do slow stretching exercises for the lower back, hamstrings (muscles in the back of the upper leg), and groin. Stretching increases the range of motion, reduces risk of injury and relieves muscle soreness. Athletes should not try to stretch the muscles by “bouncing”; they should just reach until they feel discomfort or slight, tingling pain. Then, have them hold for a count of 5 (can increase to 10) and relax. Any muscles that get sore and are more easily injured when “stiff” should be stretched. Five to ten minutes of stretching is usually adequate.

After your team has gone through the warm-up period together, you may want to do some conditioning exercises before you begin skill instruction or scrimmage. You may want them to “run a lap” or run some sprints. Be creative. Think up a skill practice that accomplishes this.

By using the first 20 minutes of practice for stretching and conditioning, you not only will give your athletes proper preparation for playing, but also improve their ability to play well and prevent injury.

## **Divisions In Age Levels**

There are four (4) different divisions in each age group (starting at U-10) that a team can participate in. They are recreation, Silver Select, Gold Select and Premier. The skill level increases in each higher level. In a recreation team all players must play a certain amount of time and there are no tryouts. In the three other divisions, there are tryouts and usually more travel for the games since there are fewer teams to play. Players can try out for the select and premier teams when each team holds its tryouts. Tryouts are listed in the GRJSA newsletter or contact the SCORE president.

# Soccer Rules Made Easy

There are 17 main “laws”, or rules, to the game of soccer. These rules are established by FIFA, and are amended and clarified on a yearly basis. The following is a “plain English” paraphrasing of the rules, not an official rulebook. To see the official rules as published by FIFA, get a copy of the “FIFA Laws of the Game” booklet. Also, Youth Soccer rule modifications are explained in detail the “Washington State Youth Soccer Association Administrative Handbook”. Again, this is not an official rulebook, just a quick reference.

The requirements and key points are explained for each of the 17 laws, with some additional comments and tips added. It is hoped that this will promote greater clarity and understanding of the rules for our coaches, referees, parents and spectators.

## LAW 1 – THE FIELD OF PLAY

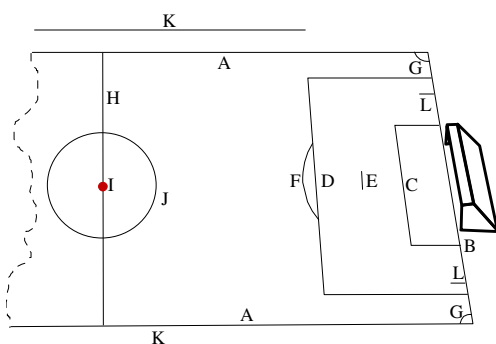
Length: 100-yard min., 130-yard max. Width: 50 yards min., 100 yards max. These dimensions apply to 11 a-side fields. Fields for smaller side games may have dimensions below the minimums.

The field must be clearly marked by lines not wider than 5 inches. The lines shall mark the following features on the field:

- A. **The touchlines** (or sidelines) indicating the sides of the field.
- B. **The goal lines** (or end lines) indicating the ends of the field.
- C. **The goal area**, making a box extending 6 yards from each goal post and 6 yards from the goal line.
- D. **The penalty area**, making a box extending 18 yards from each goal post and 18 yards from the goal line.
- E. **The penalty mark**, a short line placed 12 yards out from and at the midway point of the goal line.
- F. **The penalty arc**, an arc placed outside of the penalty area at a ten yard radius from the penalty mark.
- G. **The corner area**, an arc joining the touch line and the goal line at a 1-yard radius from each corner.
- H. **The halfway line**, indicating the mid point between the two goal lines.
- I. **The center mark**, indicating the exact center of the field.
- J. **The center circle**, drawn at a 10-yard radius from the center mark.

### *Optional Lines:*

- K. **The sideline “stay-back” line**, running parallel to each touch line 2 yards outside of the field of play and ending 18 yards from the goal lines, to indicate the distance spectators must stay from touch line.
- L. **The corner kick “stay-back” line**, a mark made each goal line 11 yards from each touch line, indicating the distance opposing players must stay from the corner area when a corner kick is taken.



## **LAW 2 – THE BALL**

The ball must be spherical (not oblong or “egg-shaped”).

Nothing may be on the outer cover of the ball that the referee deems dangerous to players.

The ball must be properly inflated – 10 to 16 pounds of pressure.

The ball may not be changed during the game unless authorized by the referee.

## **LAW 3 – THE NUMBER OF PLAYERS**

Each team shall have not more than 11 players on the field, one of which must be the goalkeeper.

Modified rules for younger ages may reduce the number of players to as few as 3, and may also exclude the use of a goalkeeper.

In 11 per side games, the fewest number of players a team may play with is 7. In the case where a team cannot field 7 players, the referee may decide to terminate the game.

WSYSA Rules of Competition rule 301.4 states that substitutions may be made, with the consent of the referee:

- Prior to a throw-in in your team’s favor;
- Prior to a goal kick by either team;
- After a goal by either team;
- After an injury, when the referee stops play, by either team;
- At half –time;
- When the referee stops play to caution a player, only the cautioned player may be substituted, prior to the restart of the game. A cautioned player shall be substituted for immediately and not return to the game until the next legal substitution opportunity.

A player entering the game as a substitute may not enter the field until receiving a signal from the referee to do so and the player being replaced has left the field, and must enter the field at the half-way line. A player violating the substitution rules may be given a caution (yellow card).

## **LAW 4 – PLAYERS’ EQUIPMENT**

Mandatory player equipment consists of:

- Shorts
- A jersey or shirt tucked into the shorts
- Shin guards covered by socks
- Legal footwear (no baseball cleats, open-toed shoes, etc.)

A player shall not wear anything that is dangerous to another player. The referee has the final decision as to what is considered “dangerous”. A referee may ask a player to leave the playing field if the player’s equipment does not conform to the rules. That player may not re-enter the game until the next legal substitution opportunity, and then only after the referee has inspected the returning player and is satisfied that the player’s uniform conforms to the rules. A player who has been asked by the referee to leave the playing field to correct an equipment issue and intentionally re-enters the game without correcting the problem may receive a caution (yellow card). A player that refuses to comply with the referee’s instructions regarding equipment shall not be allowed to play in the game.

## **LAW 5 – THE REFEREE**

The referee's authority begins as soon as he/she enters the playing field.

The referee's responsibilities include:

- Enforcing the Laws of the Game.
- Refraining from penalizing when the offending would gain an advantage.
- Acting as official timekeeper and scorekeeper.
- Approving the ball for usage in the game.
- Stopping the game for a violation of the rules, or suspending or terminating a game due to unsafe playing conditions (lightening, etc.) or for any other reason that makes stoppage necessary.
- Cautioning or ejecting players (yellow and red cards) committing acts of misconduct.
- Not allowing anyone but the players and the assistant referees to enter the field without permission.
- Stopping the game for serious injuries.

## **LAW 6 – ASSISTANT REFEREES**

Two assistant referees may be appointed to assist in officiating a game.

The assistant referees should be equipped with flags, to aid them in indicating:

- When the ball is out of play.
- Whether a goal kick or corner kick should be awarded when the ball goes outside of the goal line.
- Which team should be awarded a throw-in when the ball goes outside of the touchline?
- When a player may be penalized for being in an offside position.
- When a foul or misconduct has occurred.
- When a team has requested a substitution.

## **LAW 7 – DURATION OF THE GAME**

The duration of a game shall be 2 halves of equal length, not more than 45 minutes per half.

Length of halves may be shorter, based on the rules of competition of the league in which the game is played.

For length of halves for youth games, see WSYSA rule 301.2.

The referee may add time on to a half for time lost from:

- Substitutions.
  - Stopping the game for an injured player on the field.
  - Deliberate time wasting by players.
  - Any other reason deemed appropriate by the referee.
1. The amount of time added on shall be the referee's decision.
  2. Time shall be extended at the end of a half to permit the completion of the taking of a penalty. The half-time period shall be at a length based on the rules of competition of the league in which the game is played, not to exceed 15 minutes.
  3. The established half-time length for a game may be shortened upon the agreement of both coaches and the consent of the referee.

## **LAW 8 – THE START OF PLAY**

1. A coin toss by the referee will decide which team gets to choose the end of the field they want to defend. The team losing the coin toss will defend the remaining end, and will also kick-off first.
2. When the kick-off is taken, all players must be in their own half of the field, and all players on the opposing team from the player taking the kick-off must be at least 10 yards away from the ball (outside of the center circle).

3. After a signal by the referee, a player taking a place kick shall start the game. The player shall kick the ball into the opponents half of the field.
4. The ball shall not be deemed to be in play until it has moved from the center mark.
5. The kicker may not play the ball a second time until another player has touched it.
6. After a goal is scored, the game shall be re-started by a kick-off taken by a player from the team opposite of the team that scored the goal.
7. When starting the second half, the game shall be re-started by a kick-off taken by a player from the team opposite of the team that kicked-off at the beginning of the first half.
8. If the referee temporarily stops or suspends the game while the ball is still on the field of play for any cause not mentioned in these rules, the referee shall drop the ball at the place where it was when play was suspended. If the ball is inside the goal area, the ball shall be dropped at the closest point on the line parallel to the goal line. The ball shall be deemed in play when it has touched the ground.

### **LAW 9 – BALL IN AND OUT OF PLAY**

1. The ball is out of play when the entire ball passes completely over a goal line or touchline. The entire ball must be outside of the entire line.
2. The ball is considered out of play when the referee has stopped the game.
3. The ball is considered in play at all other times from the start of the game to the finish, including if it rebounds off of a goal post, cross bar, corner flag, referee or assistant referee.

### **LAW 10 – METHOD OF SCORING**

1. A goal is scored when the entire ball crosses over the goal line, between the posts and under the cross bar.
2. The referee may disallow a goal if the scoring team commits an infraction of the rules before the goal is scored.
3. If a ball is prevented from going in the goal by an outside agent (spectator, etc.), the referee cannot award a goal. The ball shall be dropped at the point where it was interfered with or, if it was interfered with inside of the goal area shall be dropped at the nearest point on the goal area line that runs parallel to the goal line.

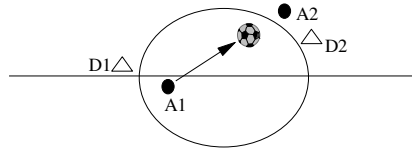
### **LAW 11 - OFF SIDE**

1. If you are in the opponents half of the field and the ball is not even with or in front of you, there must be two players even with or between you and the goal line. If there is not, you are in an offside position.
2. The opponent's goalkeeper counts as one of the two players.
3. You are not off side if you are in your half of the field.
4. You cannot be off side directly from a throw-in, goal kick or corner kick
5. Offside will usually only be called if the player in the offside position is involved in the play by either having the ball kicked to them or drawing a defender or the goalkeeper's attention away from the play. Simply being in an off side position will most likely not be called as offside.
6. The offside call is based on the position of the players at the moment the ball is kicked/played down field.
7. When offside is called, an indirect free kick will be awarded to the opposing team from the spot of the off side player.

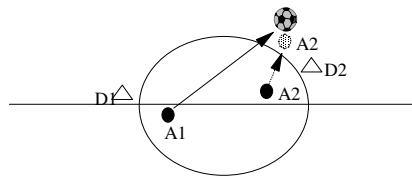
Offside is often talked about as a confusing and hard to understand rule, but it's really not! If a player is in the opponents half of the field and the ball is not even with or in front of him, there must be at least two

opponents even with or between him and the goal line, or he is in an offside position. If the ball is then played to him, or in the judgement of the referee he is involved in the play, offside may then be called. Consider the following scenarios:

*Attacker A1 has the ball and passes to A2 near the center circle. D2 is the last defender back, beside the goalkeeper. A2 is offside when it is kicked and there are the goal line.*



*In a similar scenario, attacker A1 has the ball and passes ahead to player A2. But, player A2 is not offside because he had two opponents between him and the goal line when the ball was kicked, then ran to is also down field)*



## LAW 12 - FOULS & MISCONDUCT

### FOULS

There are two basic kinds of fouls in soccer: Penal Fouls and Technical Fouls. Fouls are a serious breaking of the rules of the game, and result in a free kick for the opposing team.

### **Penal Fouls**

There are ten penal fouls. When a player commits and is penalized by the referee for any of these fouls, the opposing team will be awarded a direct free kick. In order for a foul to be a penal foul:

The ball must be in play.

- The foul must be intentional (done on purpose).
- The foul must be directed at an opponent.
- The foul must take place on the field of play.

The ten penal fouls are:

1. Kicking an opponent
2. Tripping an opponent
3. Jumping at an opponent
4. Charging violently at an opponent
5. Striking or attempting to strike an opponent
6. Tackling an opponent, making contact with the opponent before making contact with the ball.
7. Pushing an opponent
8. Grabbing or holding an opponent
9. Spitting on an opponent.
10. Intentionally playing the ball with the hand or arm (includes keeper outside of the penalty area)

### **Technical Fouls**

When a player commits and is penalized by the referee for any of these technical fouls, the opposing team will be awarded an indirect free kick. The 5 technical fouls are:

1. Dangerous play (high kicking near an opponent, etc.).
2. Fair charging an opponent away from the ball.
3. Obstruction of an opposing player while not within playing distance of the ball.
4. Charging the goalkeeper in the goal area.
5. Goalkeeper violating the four step rule or improperly playing the ball.

There is a common misconception of the rules that says a player cannot play the ball while on the ground. It's not in the rules! There is nothing in FIFA Laws of the Game or the WSYSA rules that prevents a player from doing this. There are some certain cases, however, where a player doing so may be putting himself or other players in a dangerous situation, and in that case the "Dangerous play" rule may be applied. But there is no "hard and fast" rule that says a player may not play the ball on the ground.

### **MISCONDUCT**

Misconduct penalties are issued by the referee to enforce that all players must play within the spirit of the game. There are two kinds of misconduct in soccer. For the first kind the player is shown the yellow card by the referee and cautioned. For the second the player is shown the red card by the referee and sent off of the field for the remainder of the game. The offending player's team must now play with 1 less player for the remainder of the game. A send off may be given for committing any of the four "red card" offenses, or for receiving a second caution in the same game.

#### **Caution - Yellow Card**

- Dissent (arguing or not cooperating with the referee)
- Unsportsmanlike conduct
- Persistently breaking the rules
- Entering or leaving the field without the referee's permission

#### **Send Off - Red Card**

- Violent conduct
- Abusive or foul language
- Persistently breaking the rules after being cautioned
- Serious foul play

### **LAW 13 - FREE KICKS**

1. Free kicks can be "direct" or "indirect". On indirect kicks, a goal cannot be scored unless the ball touches another player before it goes in the goal. If a ball goes into the goal on an indirect kick without touching another player, a goal kick will be awarded to the opposing team.
2. Opposing players must be at least 10 yards from the ball when it is kicked. If the opposing players do not comply, the player taking the kick may request the referee to move the players out of the 10-yard radius. If there is deliberate infringement of the rule, the referee is to caution (yellow card) the offending player.
3. The ball must be stationary. It cannot be moving when it is kicked.
4. The kicking player may not touch the ball a second time until another player has legally touched the ball.
5. When kicking from your own penalty area, the ball must travel outside of the penalty area before an opposing player may touch it.

**LAW 15 - THROW-IN**

- These four elements constitute a legal throw-in:
  1. The player must face the field of play when the throw is made.
  2. The player must have at least part of both feet touching the ground either on or behind the touchline when the ball is released.
  3. Both hands must be on the ball when it is released.
  4. The throwing motion must start behind the head and move straight over the head.
- The throw must be made from within 1 yard of the touchline.
- The throwing player may not touch the ball again until another player has touched the ball after it is in play.
- There is no requirement to wait for the referee's signal before throwing, unless a substitution is being made.

There is another widely held misconception of the rules that says a player cannot “twist” when making a throw-in. Sorry folks, but it’s not in the rules! Again, as long as the thrower is facing the field, has both feet on the ground on or behind the line, has both hands on the ball, and throws from behind and straight over the head, it’s a legal throw-in! There’s nothing in the rules that say a player cannot twist at the waist when making the throw.

**LAW 16 - GOAL KICK**

1. The ball may be placed anywhere in the goal area (regardless of where it went out)
2. The ball must travel out of the penalty area (18-yard line) before another player may touch it.
3. The player kicking may only touch the ball once before another player legally touches it.
4. There is no requirement to wait for the referee's signal before kicking, unless a substitution is being made.

**LAW 17 - CORNER KICK**

1. The ball must be kicked from within the quarter circle at the corner of the field.
2. The ball must move from where it was placed before another player may touch it.
3. The player kicking may only touch the ball once before another player legally touches it.
4. Defending players must be at least 10 yards away from the ball when it's kicked.
5. There is no requirement to wait for the referee's signal before kicking.