

AMERICAN YOUTH SOCCER ORGANIZATION AREA 1 B 2006 GUIDELINES

SECTION 1. OBJECTIVES AND CORE VALUES

The principal objective of these guidelines, are to provide an accelerated fall league season for U-19 and U-16 boys and girls, and to provide an Area Cultural Exchange program for U-19 through U-10 boys and girls. The philosophy, principles and integrity of the American Youth Soccer Organization shall be maintained in that every registered player must play at least one-half of every game and will maintain a **“DO ONES BEST”** attitude and not just a **“WIN”** attitude. To accomplish these objectives, the Area Director and the season Area Coordinator, through the Regional Commissioner and Regional Coordinators, shall maintain a close relationship with all concerned to assure that positive and constructive attitudes and coaching methods are used. The Area Program will continue to be successful only if participants receive a positive and rewarding experience from their involvement. The measure of this success is not in terms of wins and losses, but in terms of successful accomplishments. Our AYSO Area1B Program encourages the development of the following who participate.

- * **FUN AND ENJOYMENT**
- * **SPORTSMANSHIP**
- * **RESPONSIBILITY**
- * **PHYSICAL FITNESS AND GOOD HEALTH**
- * **EMOTIONAL CONTROL**
- * **EXTENSION OF FRIENDSHIPS**
- * **UNDERSTANDING OF THE GAME**
- * **DEVELOPMENT OF SKILLS**
- * **TOURNAMENT PLAY**

SECTION 2. GUIDELINES

The following Area Guidelines will prevail in situations where there is a defined difference between these guidelines and regular Regional Guidelines. Items not covered in these guidelines shall be as covered by Section 1 Guidelines or National AYSO rules, regulations or by laws.

SECTION 3. ORGANIZATION

The Area Program will be administered by the Area Director and the Area Staff. Each Region shall provide a Regional Coordinator and a Regional Referee Administrator (Regional Commissioners can be the designated coordinators.)

SECTION 4. AREA DIRECTOR

1. Be responsible for the performance and growth of his/her Area, and all the inter-regional and extra-regional activities within his/her Area.
2. Maintain good community relations with the primary objective being youth development.
3. Organize and maintain volunteer staff to assure adequate support and services to the Regions in their Areas.
4. Be the official spokesman for the Area in regard to publicity, outside development, cultural exchange, internal development, business systems, budgets, bylaws, board policies, rules and regulations.

5. Be responsible for such other matters that directly relate to the operation of the Area.
6. Attend the Annual Section Meeting and the National Annual General Meeting (NAGM).
7. Submit completed Area Performance Program to Section Director.
8. Attend Regional board meetings within the Area once a year.
9. Hold and preside over regular meetings.
10. Oversee any inter-regional play within the Area, including any playoffs; and
11. Oversee dispute resolution within the Area.
12. Identify and train a successor.

SECTION 5. ASSISTANT AREA DIRECTOR

1. In the absence of the Area Director and/or as directed by the Area Director would be responsible for the performance and growth of his/her Area, and all the inter-regional and extra-regional activities within his/her Area.
2. Maintain good community relations with the primary objective being youth development.
3. Organize and maintain volunteer staff to assure adequate support and services to the Regions in the Area.
4. Be the official spokesman for the Area in regard to publicity, outside development, cultural exchange, internal development, business systems, budgets, bylaws, board policies, rules and regulations.
5. Be responsible for such other matters that directly related to the operation of the Area.
6. Submit completed Area Performance Program to Section Director.
7. Attend Regional board meetings within the Area once a year.
8. Hold and preside over regular meetings when necessary.
9. Oversee any inter-regional play within the Area, including any playoffs; and
10. Oversee dispute resolution within the Area when directed.

SECTION 6. AREA TREASURER

1. Keep in appropriate books an accurate account of all money received in and paid out.
2. Comply with the National Accounting Program and all procedures specified in the AYSO Treasurers manual.
3. Give a report of the funds, receipts, and disbursements annually or at such other times as requested by the Area Director or by the Regional Commissioners or Area Staff.
4. Be responsible for filing the annual budget and other information as may be required or requested from time to time by the NSTC.
5. Deposit all funds collected by the Area in the Area's checking account.
6. Obtain Area Director's signature as required and issue checks to pay for the Area's expenditures. All checks should be substantiated by a receipt, invoice or other documentation.
7. Assist the person who has been assigned the task of reviewing the Area's books and records.
8. Reconcile the checking and savings accounts each month and have a report for monthly Area board meetings.

SECTION 7. AREA SECRETARY

1. Organize and schedule Area and/or Section meetings, clinic schedules, tournament rules, spring soccer coordination etc.
2. Record minutes of the Area and/or Section meetings and transcribe them for distribution to Area Staff.
3. Attend Area Meetings (about 10 per year) to record minutes; and as required, at Section Meetings.

SECTION 8. AREA COACH ADMINISTRATOR

1. Organize, meet with, and train Regional Coach Administrators.
2. Oversee clinics, tournaments, and coaching practices throughout the season.
3. Help Regional Commissioners recruit Regional Coach Administrators.
4. Organize coach training for the coaches and the Area.
5. Settle coaching disputes in the Regions within the Area.
6. Appoint an Area Director of Coach Instruction and coordinate their activities within the Area.
7. Identify and train a successor.
8. Attend any meetings requested by Section Coach Administrator.
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SECTION 9. AREA COACH TRAINER

1. Yearly, obtain from National Support and Training Center the most current course guides, lesson plans, and coaching manuals that are required to support the AYSO coaching program for the current year.
2. Conduct orientations, clinics, and all required coaching courses.
3. Provide leadership and be an active role model exemplifying the AYSO culture and philosophies.
4. Obtain AYSO trained and certified instructors.
5. Work with the section coach trainer to meet the ongoing training needs of the coaches and the assistant coaches in the Area.
6. Remain current with the latest training and coaching methods.

SECTION 10. AREA REFEREE ADMINISTRATOR

1. Appoint an Area Director of Referee Instruction and an Area Director of Assessment annually and coordinate their activities within the Area.
2. Give orientations to Regional Referee Administrators within the Area.
3. Prepare an annual referee work plan that includes goals and objectives for the up coming year.
4. Prepare an annual referee budget and submittal to the Area Director.
5. Maintain a current list of all the referees within the Area, including their current certification level.
6. Insure that important information relating to law and rule interpretations, law and rule changes, clinics and courses, and National, Sectional and Area programs and special events are disseminated to the Regional Referee Administrators within the Area.
7. Conduct at least four meetings annually with the Regional Referee Administrators within the Area. These meetings shall be mainly for the purpose of ensuring the Regional Referee Administrators' familiarity with existing programs and resources, informing them of new and revised programs, and assisting them to plan and implement the AYSO National Referee Program

within their Region. One of these meetings shall be at an appropriate time and place before the Annual Section Meeting, possibly at the Section Meeting planning session, and one at the Section Meeting.

8. Promote referee welfare within the Area.
9. Monitor referee activities within the Area.
10. Coordinate the assignment of referees at Area playoffs and special events.
11. Maintain a current roster of Regional Referee Administrators within the Area.
12. Represent the Area at all Section events and attend the Annual Section Meeting.
13. Provide assistance to the Regions in interpretation of the FIFA Law and National, Sectional, and Area Rules and Regulations.
14. Advise Area Director and staff on matters pertaining to refereeing.
15. Report to the Section Referee Administrator and AYSO National Referee Administrator.
16. Be responsible for the effective implementation of the Contact and Reporting Program within the Area, and transmitting the appropriate Area summary form to the National Support and Training Center.
17. Identify and train a successor.

SECTION 11. AREA DIRECTOR OF REFEREE ASSESSMENT

1. Administer the AYSO National Certification Program.
2. Develop a staff of certified assessors qualified to assess for promotion in grade.
3. Keep records and prepare statistics including an annual report to the Area Referee Administrator.
4. Disseminate information to the Regional Directors of Referee Assessment within the Area, the Area Referee Administrator, and the Section Director of Referee Assessment.
5. Monitor the appointments of staff made by Regional Directors of Assessment.
6. Monitor the geographic distribution of certified mentors and assessors within the Area.
7. Assign certified assessors within the Area to observe referees for promotion to the Advanced referee grade.
8. Have and process the applications and document for promotion to the Intermediate and the Advanced referee certifications and for the grade 2 referee assessor certification.

SECTION 12. AREA DIRECTOR OF REFEREE INSTRUCTION

1. Train and develop Intermediate and Advanced level referees, test and implement, and be responsible for program monitoring and feedback.
2. Train and test the Intermediate and the Advanced referee certifications.
3. Assist in training Basic Referee Instructors.
4. Facilitate the activities of all grades of referee instructors within Area.
5. Provide guidelines that are consistent with the AYSO Referee Training Program, support and oversee Regional Directors of Referee Instruction.
6. Implement, test, and report on curriculum, course content, and materials for referee instruction.
7. Conduct the Area and the Section Referee Certification course.
8. Serve as a liaison between the Section Director of Referee Instruction, the Area Referee Administrator and Regional Directors of Referee Instruction.

9. Provide the Section Director of Referee Instruction with confirmation of instructional activity within the Area, and keep a record of it.
10. Communicate to all referee instructors in the Area on matters pertaining to interpretation and changes in the FIFA Laws of the Game and the AYSO Rules and Regulations; and
11. Serve as an official interpreter of the Laws of the Game at all sponsored activities.

SECTION 13. AREA CHILD PROTECTION ADVICATE

1. Shall support the Area Director in promotion and implementation of the AYSO Safe Haven program, including the three main elements of volunteer protection.
2. Shall be familiar with the Child Protection Act of 1993, the Volunteer Protection Act of 1997, the Good Samaritan Laws of the State of California, and that state's provisions for the reporting of child abuse and neglect.
3. Shall work with the regional CVPA's to assure that all volunteers complete, date, and sign the AYSO volunteer application form and its authorization to perform applicant screening, and be the screening liaison with AYSO National Support & Training Center.
4. Shall be aware of AYSO's definitions of levels of risk, inform prospective volunteers that they are screened at a level appropriate to the level of risk, and maintain a copy of AYSO's screening policy.
5. Shall work with Regional CVPA's to assure that AYSO protocols to protect privacy and privileged information are enforced.
6. Shall serve as a resource and/or facilitator to the regional CVPA's on the requirements for good faith reporting of abuse and molestation to law enforcement agencies and child welfare agencies.
7. Shall promote the standards of behavior and conduct as laid out in the child and volunteer protection policies, procedures, and guidelines of the AYSO Safe Haven program.
8. Shall function as a resource and/or a facilitator to the Regional CVPA's regarding AYSO Safe Haven policies and procedure and how to implement the program.
9. Shall communicate with Regional CVPA's regarding AYSO Safe Haven policies and procedures.
10. Shall work with the Area Director and Regional Commissioners to assure that CVPA's are trained and certified. Schedule, and where appropriate, provide training classes.
11. Shall assist the regional CVPA's with reference checks where applicable.
12. Shall process reference checks on Regional CVPA's.
13. Shall communicate with the Area Director and Regional Commissioners regarding scheduled CVPA educational opportunities at the Section meeting and through out the year.
14. Shall have no role until they are appointed by the Area Director and have successfully passed a screening test that includes a background check. Be approved by the entire Area Board, achieve a reputation of respect, fairness, and trustworthiness in the community; and register with the AYSO Coordinator of Certification and Advocacy as a child and volunteer protection advocate by providing an Information Form signed by the Area Director. Attend and pass AYSO Child and Volunteer Protection Advocate certification, Board and Staff Introductory Certification (BASIC), and AYSO Safe Haven Program.

SECTION 14. AREA CAP COORDINATOR

SECTION 15. AREA COORDINATOR

The Area Coordinator shall disseminate all pertinent information through the Regional Coordinators, such as Regional rosters, game schedules, playing sites, tournament information and any other pertinent information. The Area Coordinator will conduct a pre-season meeting to familiarize Regional Coordinators and coaches with the program.

The Area Coordinator will keep the Area Director advised of the Area Program developments in a timely manner.

SECTION 16. REGIONAL COMMISSIONER

The Regional Commissioner will be responsible for the eligibility of the players within the Region and will ensure that all coaches who desire to participate comply with all AYSO standards. Regional Commissioners will insure that approved staff will be onsite at all times during games.

SECTION 17. REGIONAL COORDINATOR

The Regional Coordinator will monitor the Area program in conjunction with the Regional Commissioner and the Area Coordinator to ensure adherence to the Area Guidelines and its philosophies. Regional Coordinators will keep the Area Coordinator advised of their Regional program development in a timely manner.

SECTION 18. REGIONAL REFEREE ADMINISTRATOR

The Regional Referee Administrator will be responsible for the assignment of qualified referees for all assigned games. Referee Administrators must oversee that all misconduct reports are completed and mailed with the game cards and player identification cards to the Area Coordinator.

SECTION 19. AREA PROGRAM FORMAT

Specific dates are to be determined prior to the start of either the Fall or Spring programs. Game schedules will be determined after the number of teams are determined by bracket, boys and girls, is confirmed and field locations along with time slots are provided. League games for all brackets may be played on weeknights, Saturdays, or Sundays as scheduling permits. Standings may be maintained during the league play of the program. Area Coordinator will maintain statistics of playing time. A schedule will be available at the coaches meeting scheduled meeting of coaches and administrators for the Area program. At the conclusion of the Area league play, all qualifying teams will enter the Area post-season tournament. **To qualify for post season play, a team must have completed all of their scheduled league play games.** The Area Director and/or Area Coordinator must approve any exception to this requirement. The post season Area Tournament format will be determined at least thirty (30) days prior to the start of the appropriate Area Program. To participate in Area Play, post Fall Season Tournament and Spring CEL, U10 teams are allowed a maximum of 10 players on a roster and will play 7 v 7 for all Area play.

SECTION 20. AWARDS

Medallions will be awarded first (1st) through fourth (4th).

SECTION 21. REGISTRATION OF PLAYERS

All players must be registered within their respective Region, through the National Office, to participate in the Area Program Fall Season. Regions must ensure that all players are registered with the National Office prior to the first day of practice. All players participating in the secondary season must have played at least fifty (50) percent of the regular Fall Season to be eligible to participate. Regional Commissioners will be responsible that all players are eligible to play. All Intra-region transfers must be completed on the Area 1B transfer form. Players may not be solicited for secondary season play until the conclusion of the regular full length Fall Season. Players participating in CIF may not participate in any AYSO program until the conclusion of the CIF program, which includes league play and league playoffs. Individual regions will determine their method of player registration; however, **REGIONS MAY NOT HOLD PLAYER TRYOUTS.** If a Region enters more than one (1) team per division in any Area season program, those teams must be **BALANCED.** Each region will be required to supply the documentation of the balancing process **WITH THE INITIAL ROSTERS** prior to the start of the program season to the Area Director.

SECTION 22. FEES

All fees for Area play will be determined at least thirty (30) days prior to the start of the program.

SECTION 23. REGISTRATION FORMS

A properly completed registration form shall be carried and on hand at all times by the Head Coach or team representative with, original wet signatures.

SECTION 24. TEAM ROSTERS

The Regional Commissioner will submit a wet ink ***signed original*** team roster to the Area Director or Area Coordinator prior to the start of the Area Program. Team rosters shall be on the standard AYSO form or produced off of the EAYSO program. Players may be listed alphabetically or numerically on the original roster and must be listed numerically on all final rosters submitted. The Area Coordinator will determine dates for submission of rosters at least thirty (30) days prior to the start of the Area Program. The date for final roster submittal shall be determined prior to the beginning of the appropriate program. Players may not be added to the rosters without prior permission of the Regional Commissioner. Should a player be removed from a team roster that player may not be reinstated without prior approval of the Area Director. All rosters must be original wet ink ***signed*** by the Regional Commissioner certifying those players eligibility.

The following information must appear on each team roster:

- * **Team Name**
- * **Team Colors (Jersey/Shorts)**
- * **Regional Designation (e.g. Reg. 583 South Ontario)**
- * **Coach and Assistant Coach (including phone numbers)**
- * **Players Name, Address, Telephone Number and Date of Birth**
- * **The National AYSO assigned Fall I.D. number (spring only)**

SECTION 25. IDENTIFICATION CARDS

1. All players are required to have a laminated picture I.D. card to participate in Area Program Play. The I.D. card is to be the standard AYSO card with a current picture of the player, signed by the participant and Regional Commissioner. The Regional Commissioner's signature must be original **wet ink** signature and not a stamp. All players must have their I.D. cards ready to go before the first game of Area Play. The Area Director must approve any deviation from this and notify all other Regions of the deviation before the start of play.
2. All coaches, assistant coaches, and trainers must wear a Safe Haven Certification identification card that will be worn around their neck with a lanyard.
3. Area 1B will provide an adequate amount of identification badges to each Region so that Area Staff personnel will be easily recognizable.
4. Picture ID cards will not be required for the Fall league in U10 through U14, nor in the subsequent Fall Area Tournament or Fall Section Tournament.

SECTION 26. FIELDS AND EQUIPMENT

Each participating Region shall provide a field(s), which shall be properly maintained by the Region. The location of the field(s) must be provided to the Area Director and/or the Area Coordinator prior to the start of the Area Program. Fields shall conform to FIFA dimensions and markings with consideration to Regional logistics. Home and visitor sidelines will be determined by the Region and should be marked as such. Each team scheduled for the first game of the day will assist in field set-up. If the field requires marking then the Home team will mark the field as needed and the visiting team shall set up the goals. If the field does not require marking then each team shall set up one (1) goal. Team representatives should be at field site early enough to have field ready to start on time. Host Region must have a representative at the playing site at least 30 minutes prior to the start of the match to have equipment available. Each Region shall provide enough field space to accommodate the number of teams they plan to field. IN THE EVENT OF A LATE START THE REFEREE WILL EQUALLY SHORTEN BOTH HALVES OF THE MATCH TO ACCOMMODATE THE START OF THE NEXT MATCH. THE TEAM LISTED FIRST ON THE SCHEDULE IS DESIGNATED THE HOME TEAM AND SHALL BE RESPONSIBLE FOR SUPPLYING TWO (2) GAME BALLS OF THE PROPER DIMENSION TO THE REFEREE TEAM AND ADJUSTING IN THE EVENT OF A UNIFORM COLOR CONFLICT.

SECTION 27. UNIFORMS

Each Region is responsible for providing their own uniforms, which shall conform to AYSO Rules and Regulations. Should there be a conflict in uniform colors the home team shall change jerseys. If home team is unable to change jersey then both teams will wear pinnies. If pinnies are provided, each team shall put on a different color. AYSO logo must be of a contrasting color.

SECTION 28. FIELD TIME REQUIREMENTS

Each Region will be responsible to provide the following:

- A. Boys and Girls U-14 to U-10
 1. 3 or 4 teams: 2 time slots
 2. 5 or 6 teams: 3 time slots
 3. 7 or 8 teams: 4 time slots
 4. 9 or 10 teams: 5 time slots
 5. 11 or 12 teams: 6 time slots

6. 13 or 14 teams: 7 time slots
 7. 15 or 16 teams: 8 time slots
- B. Boys and Girls U-19 to U-16
1. One (1) time slot for each team.

SECTION 29. LINEUP CARDS AND TIME MONITORING SHEETS

Lineup cards must be properly completed in *numerical* order and submitted to the referee at least five (5) minutes prior to the start of the game. All players rostered to the respective team must be listed on the game card even if injured, sick or absent. Age bracket **U-19** and **U-16** are required to fill out time monitoring sheets provided by the Area. These sheets are to be completely filled out and turned in to the referee at the conclusion of the game. **THE REFEREE WILL PRINT HIS/HER NAME ON EACH CARD.** Each host site Regional Coordinator shall be responsible for collecting completed lineup cards and time monitoring sheets for games played at his/her site. These cards and time sheets shall be forwarded to the Area Coordinator in a timely manner. **NOTE: A TIME MONITORING SYSTEM IS REQUIRED UNDER SECTION ONE GUIDELINES.**

SECTION 30. SUBSTITUTION

Brackets U-14 to U-10 will substitute on a quarterly basis. Each player must play a minimum of one-half of every game. Bracket U-19 to U-16 will have free substitution. Substitution shall be allowed during the following in U16 and U19 only:

- A. Following a throw in on possession (reciprocity will be allowed)
- B. Goal kick
- C. After a goal
- D. Halftime
- E. Injury (one for one)
- F. Cautioned player may be substituted at the time the caution is issued.

SECTION 31. LEAGUE PLAY

Games shall be played as scheduled unless postponed by the referee or host site Regional Commissioner due to weather or field conditions. Games that are postponed due to weather or field conditions, it is the Regional Commissioner's responsibility to inform:

- A. Regional Commissioner of visiting Region **AS SOON AS POSSIBLE**
- B. Referee Administrator of host site.
- C. Area Director and/or Area Coordinator.

A grace period of fifteen (15) minutes beyond the scheduled game time shall be allowed before the game is considered a forfeit. The forfeiting team shall lose by a score of 1-0.

If neither team is ready to play a game at the scheduled game time, both teams will forfeit. A forfeit could cause a team to be ineligible for Post Season Play.

SECTION 32. RESCHEDULES

Rescheduling of games is very disruptive and should be avoided if at all possible. Coaches must check their team schedules against their team players activities as soon as the schedules are available. **SCHEDULED GAMES WILL BE PLAYED AS LONG AS SEVEN (7) PLAYERS ARE PRESENT TO PLAY.** Spring Play: **Teams will not be allowed to enter into any tournament that has play dates that conflict with scheduled Area Program League Play, or that team may be subject to removal from**

the Area Tournament. In those rare cases when a game may need to be rescheduled, the **AREA COORDINATOR MUST BE NOTIFIED AT LEAST TWO (2) WEEKS IN ADVANCE OF THE ORIGINALLY SCHEDULED GAME DATE FOR ANY PURPOSED RESCHEDULING OF GAMES. NO GAMES WILL BE RESCHEDULED IF THIS RULE IS NOT FOLLOWED.** The following must be observed and followed by a team requesting the rescheduling of a game: in this order

1. The team Head Coach must have their Regional Commissioner call the Area Coordinator with the reason for the purposed reschedule and receive permission to proceed.
2. The team Head Coach must contact the opposing team Head Coach, Regional Commissioner and Regional Coordinator. The opposing team has the right to refuse the rescheduling of the game if an amicable rescheduling of the game cannot be reached.
3. The teams Regional Commissioner and Coordinator must approve the reasoning and be kept informed.
4. Host site Regional Commissioner and Coordinator must be kept informed.
5. The Area Coordinator must then be contacted and informed of any changes involved in the rescheduling of games.
6. A teams' Head Coach wanting to reschedule the game is required to provide field and referees, (at the option of the opposing team).
7. IF FOR ANY REASON A MATCH IS NOT PLAYED OR IS NOT COMPLETED, THE AREA DIRECTOR SHALL DECIDE THE STANDING OF THE MATCH DEPENDING UPON THE REASON FOR THE MATCH STOPPAGE. THE AREA DIRECTOR MAY RESCHEDULE THE MATCH, ORDER THE MATCH TO STAND AS PLAYED, OR ORDER REMAINING TIME TO BE PLAYED OFF AT A LATER DATE.

SECTION 33. TOURNAMENT PLAY

The post season Area Tournament format will be determined at least thirty (30) days prior to the start of the Area Program. The schedule will be determined and distributed by the appropriate Area Coordinator. Specific tournament guidelines will also be available.

SECTION 34. DISCIPLINARY ACTION

A. CAUTIONS

THOUGH NOT REQUIRED, IT IS STRONGLY RECOMMEND THAT THE COACH OR ACTING COACH SUBSTITUTE ANY PLAYER RECEIVING A CAUTION. THE REFEREE WILL ALLOW SUCH SUBSTITUTION IN U16 & U19 ONLY.

B. SEND OFFS

The referee MUST complete a report of all misconduct (yellow and red cards issued) prior to leaving the game venue. The report will contain information on all disciplinary actions (cautions and sending off of players, substitutes or coaches) that have taken place during the match. The misconduct reports will be passed on to the area representative at the venue and then be passed onto the Area Director. Yellow card reports shall be passed on within 24 hours and red card reports sent on the same day as the match. Area 1B Board Members are encouraged to submit their own written report of any serious misconduct they observe off the field of play.

1. Team member **sent off, including a send off for receiving a second caution in the same match**, shall be suspended from all participation in the current and next scheduled played match.
2. Team member **sent off for violent conduct during the game** shall be suspended from all participation for four (4) of the next scheduled played games. Team member who falls under this category **will not be eligible** to participate, or continue to participate, in the **season-end Area 1B Tournament**.
3. Team member who is **sent off for offensive or insulting or abusive language and/or gestures before, during or after the game** shall be suspended from all participation for one (1) scheduled played game. Notwithstanding, the Coach may petition the Area Director and the Area Referee Administrator to review the referee's report (which should identify the words and/or gestures used, and to whom the misconduct was directed). If a finding is made that the misconduct was self-directed or otherwise without malice, the team member will not be subject to this paragraph.
4. **Suspensions shall be served in the next scheduled played match(es)** including, if applicable, play-off competition Tournaments. All disciplinary suspensions are in full force and effect until fully served. The suspension could thus require a carryover to the following season.
5. It shall be the responsibility of the Coach, or acting Coach to ensure that any suspension is served regardless of whether the referee returns the Picture ID Card, or fails to note it on the line-up card. A Coach violating this provision shall be suspended for the **next scheduled played match**.

C. ADDITIONAL DISCIPLINARY ACTIONS

1. Team member **involved in violent conduct before or after the match** shall be suspended from all participation for four (4) of the next scheduled played games. Team member who falls under this category **will not be eligible** to participate, or continue to participate, in the **season-end Area 1B Tournament**.
2. Team member **involved in offensive or insulting or abusive language and/or gestures before or after the match** will be suspended from all participation for one (1) scheduled played game. Notwithstanding, the Coach may petition the Area Director and the Area Referee Administrator to review the referee's or a witnessing Area 1B Board Member's report (which should identify the words and/or gestures used, and to whom the misconduct was directed). If a finding is made that the misconduct was self-directed or otherwise without malice, the team member will not be subject to this paragraph.
3. Team member **involved in dissent or unsporting behavior before or after the match** shall be suspended from all participation for one (1) scheduled played game. The Area Director may instead impose a two (2) game suspension depending on the seriousness of the misconduct.
4. A Coach who withdraws his/her team from a match in progress without consent of the referee will be subject to further review.

5. A team member consistently exhibiting disregard for the laws of the game by accumulating three or more cautions during league play (including, if applicable, playoff competition and year-end Area 1B Tournament) shall be suspended from all participation in the next scheduled played match.
6. Area 1B Board Members and Regional Commissioners have the authority to act as necessary to forestall or diffuse potentially difficult situations.
7. **A suspended Coach may not have any interaction with any team member, opposing team member, or referee from 30 minutes prior to match start time until the conclusion of the match.** Violations of this provision subject the Coach to an additional period of suspension and the team may be subject to forfeiture of the match, as determined by the Area Director. The Area Director may take additional disciplinary action.
8. The Area Director may take additional disciplinary action. **NOTE:** The Referee shall submit a report of all misconduct to the Area Referee Administrator and Area Director. Area 1B board members are encouraged to submit their own written report of any serious misconduct they observe off the field of play.

SECTION 35. PROTESTS

Referee decisions are final and are not grounds for protest. Questions concerning players or field equipment must be referred to the referee prior to the start of the match. The referee's acceptance of the field and game conditions shall be considered final. Documentation must be submitted to the Area Director within twenty-four (24) hours of the game in question.

SECTION 36. REFEREES

1. The Area Referee Administrator will assign matches to each Region at his/her discretion. All referees shall be qualified for the match assigned, and be in AYSO standard uniforms.
2. The Diagonal System of Control (three (3) referee system) shall be employed in all matches **without** exception. Should one (1) referee fail to appear or be unable to continue, a club lines-person shall be appointed by the referee. **In no event will the two-man/whistle system (sometimes referred to as the dual system) be used in any AYSO Area 1B match.**
3. In the case of the season-end Area 1B Tournament, if the referees are not on the field five (5) minutes prior to the scheduled beginning time of the match, the teams shall immediately notify the Area representative. For all other situations, an AYSO certified referee may be appointed with the mutual agreement of both teams. Coach signature on the line-up card shall constitute unconditional acceptance of the appointed referee. In any case, failure to start the match within fifteen (15) minutes of the scheduled time shall require a rescheduling of that match.

4. The referees shall conduct an equipment and Picture ID check of all players prior to the match. Team members not in possession of a current AYSO Area 1B Picture ID card shall not be allowed to participate in the match pursuant to **Section 25** of these guidelines. Safety is a primary concern: The referee shall not allow a player to participate in the match who uses equipment or wears anything which is dangerous to him/her self or another player (including any kind of jewelry). Picture ID cards shall be retained by the Area representative. A player who has been **sent off** shall be required to leave the vicinity of the field of play with adequate supervision provided by the coach. The Coach or acting Coach shall ensure that a player who has been sent off participates no further, whether by word or action, including the end of the game hand shakes. The referee may recognize as irresponsible behavior the Coach's or acting Coach's failure to do so.
5. A Coach, assistant Coach, or acting Coach who has been expelled must leave the vicinity of the field of play. The referee shall not allow a match to start or continue without a team's properly credential Coach, Assistant Coach, or acting Coach in attendance. The assigned referee shall be the sole judge on the field of play and his/her decisions are final. No protests shall be allowed.
6. **The referee may suspend or terminate the match, but in such case, only the Area Director may determine a match to be forfeit by one or both teams.**
7. The referee shall report on the game line-up card instances of misconduct on the part of team members or spectators that he/she determines to be adverse to the conduct of the game. Sufficient detail shall be included to allow appropriate follow-up (a Referee Game Misconduct/Incident Report to aid the referee in this regard). In the case of offensive or insulting or abusive language and/or gestures, the referee shall identify the words and/or gestures used, and to whom the misconduct was directed. Additional information may be included on an extra sheet of paper accompanying the report.
8. The Area representative shall forward Picture ID cards of team members who are sent off or expelled, of anyone involved in serious misconduct before or after the match, game line-up cards, and any supplemental report, to the Area Director within twenty-four (24) hours of the end of the match.
9. Any comments regarding officiating shall be made in writing only on the Area 1B Referee Feedback Form, and forwarded to the Area Referee Administrator with a copy to the Area Director.

SECTION 37. DISPUTE RESOLUTION/DUE PROCESS PROCEDURES

These Rules & Regulations detail the various disciplinary actions that may be taken by the Area Director when team members behave inappropriately during any Area 1B program. It is the Policy of Area 1B to resolve all disputes involving persons involved in the Area 1B programs in an amicable way. Compromise should be emphasized whenever possible and personality conflicts should be avoided. If disciplinary action is found to be necessary, it is Area 1B's policy to take in the minimum action necessary. All means available should be taken to avoid legal action. It is not the Area's intent to be unduly harsh, unfair, arbitrary or capricious. It is the Area's intent to send a message to all of its participants that it **will not tolerate misconduct, especially violent conduct, serious foul play, or offensive or insulting or abusive language and/or gestures.** It is the responsibility of each team member in Area 1B to familiarize themselves with these Rules & Regulations. A procedure exists to insure that disciplinary decisions of

the Area remain fair and that persons involved with the procedure are disinterested parties. This is known as the Area Due Process Procedure.

Distribution of the written communication will only be forwarded to the team member and the Regional Commissioner. Written communication will specify the action being taken and the reasons therefore. Notification of disciplinary actions must be provided to the team member within 5 days of the incident that caused such disciplinary action. The written notice will also notify the team member that he/she, **upon written request with in 10 days from receipt of disciplinary notice for a due process hearing** will be given a reasonable opportunity to explain why such action should not be taken. At the request of the disciplined party the Area Director will appoint a panel of no less than three (3) disinterested persons to conduct a hearing at a neutral site. The hearing will be informal and interested parties will be heard.

At the conclusion of the hearing the volunteer panel will meet and confer to make its Determination and present its findings in writing to the Area Director. The Area Director will make a final decision and disseminate the results in writing within 72 hours to all interested parties. At the option of the disciplined party, the decision by the Area Director in the matter may be further appealed to the Section 1 Director.

These procedures have been initiated to make sure that the AYSO philosophy is followed in our actions regarding our membership. Our intent is to satisfy the doctrine of fairness that underlies the basic philosophy of AYSO.

SECTION 38. SUCCESSION

- A. Assistant Area Director
- B. Area Coordinator
- C. Area Treasurer

SECTION 39. AREA GUIDELINES

These guidelines are to be reviewed by Area Staff at the June area meeting each year.

THE AREA GUIDELINES SHALL BECOME EFFECTIVE AFTER APPROVAL BY THE SECTION DIRECTOR. A SIGNED COPY OF THE AREA GUIDELINES SHALL BE SUBMITTED TO THE AYSO NATIONAL SUPPORT AND TRAINING CENTER.

AFTER ADOPTION, THE AREA GUIDELINES MAY ONLY BE AMENDED BY A 2/3 VOTE OF THE REGIONAL COMMISSIONERS. ANY AMENDMENTS TO THE AREA GUIDELINES ARE NOT EFFECTIVE UNTIL APPROVED IN WRITING BY THE SECTION DIRECTOR. A SIGNED COPY OF THE AMENDED AREA GUIDELINES SHALL BE SUBMITTED TO THE AYSO NATIONAL SUPPORT AND TRAINING CENTER.