

# **LIVINGSTON SOCCER CLUB TRAVEL PROGRAM GUIDELINES & PROCEDURES**

## **PROGRAM INSIGHT**

The purpose of the Livingston Soccer Club Travel Soccer Program (“LSC Travel”) is to foster organized soccer at a more competitive level. In so doing, we provide the opportunity for the more dedicated and committed Livingston child athlete to develop into the best soccer player they can.

References to a “team” or “Travel team” mean a team that forms part of the travel program according and pursuant to the rules and procedures for the creation and formation of such team as provided in these guidelines. The LSC will form, in its discretion and based on its considerations, as many quality Travel Teams as possible.

## **COMMITMENT LEVEL**

Each athlete must play two (2) full seasons of soccer - Fall and Spring. If an applicant and his/her family cannot commit to two (2) full seasons of soccer, the athlete should not try out. LSC Travel does not include, sponsor nor is accountable for any winter and/or summer team activities (training, tournaments, games, etc.) or any other activities in which members of a team choose to participate as a team or in any other manner.

As you evaluate whether LSC Travel is right for your son and/or daughter, and your family, please keep the following objectives of the LSC Travel in mind:

- To enable our children to have fun playing competitive soccer;
- To teach good sportsmanship toward teammates and opposing players;
- To provide an ongoing program of high quality, expert professional soccer training for Livingston’s more dedicated and committed youth soccer players so that they can become the best players they are willing to work toward;
- To make it more likely that our children will continue to play competitive soccer at higher levels upon “graduating” from LSC Travel; and
- To increase exposure to high school and college coaches.

## **NON-LIVINGSTON PLAYERS**

No LSC sponsored Travel team may roster out-of-town players if there is a Qualified Livingston player for that roster spot. If there is no Qualified Livingston Player available, then that team may roster enough players to form a team at the Travel Committee’s discretion. These non-Livingston players must tryout and pay the requisite fees as set forth above. The phrase “Qualified” means a player who has the requisite skills to play with that team.

For team formation, any player currently rostered on a LSC Travel team is considered a Livingston player regardless of the player’s current address.

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## **TRAINING**

All Travel Teams are trained by professional trainers and, in most cases, will also be coached by their trainer on game-day. Fall training and coaching usually begins in late August/early September and continues thru mid-to-late November. Spring training usually resumes in March and ends in early-to-mid June.

## **GAMES**

Travel team players participate in a competitive New Jersey soccer league.

In addition to playing approximately 20 league games (10 in the Fall and 10 in the Spring), Teams typically participate in travel tournaments. Each team is expected to participate in at least three (3) such tournaments (usually 2 in the fall and 1 in the spring). One of the Fall tournaments played is the Essex Fall Tune-Up Tournament (EFT), which is hosted in Livingston and West Orange.

Teams are encouraged to compete in The New Jersey State Cup.

## **CONFLICT POLICY**

During the Fall and Spring seasons, athletes may engage in more than one sport. We encourage this, but also stress the two-season commitment to Travel soccer.

It is not the policy of the Livingston Soccer Club to take any position in the event of a conflict in scheduling between (a) any individual soccer game or practice and (b) athletic game or practice. The Livingston Soccer Club believes the decision, in the event of any conflict, rests solely with the player and his or her family.

An athlete should not miss a game in one sport to participate in a practice in another sport. The real problem occurs when games are scheduled at or about the same time. Travel soccer games are once a week (except in the case of make-ups) and generally played on Sundays.

## **ESSEX FALL TUNE-UP SOCCER TOURNAMENT**

The LSC is proud of its association with the West Orange Soccer Club in the development of this very successful pre-season soccer tournament, which usually takes place weekend after Labor Day. Should an athlete become part of LSC Travel parents are expected to volunteer 2 hours of their time over the weekend to ensure the continued success of this Tournament. To learn more about the Tournament please view the web site at [www.efft.net](http://www.efft.net).

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## **INVOLVEMENT AND BEHAVIOR**

### **PARENT PARTICIPATION & COMMITMENT**

Parent participation and commitment are an important part of LSC Travel. Parents will have the responsibility to provide transportation for their children to and from practices as well as games. Away games may be a 15-75-minute drive. Tournaments generally take place on holiday weekends such as Labor Day, Columbus Day, and Memorial Day.

### **TEAM MANAGER RESPONSIBILITIES**

Parents are encouraged to become administrative managers of Travel Teams. To become a team manager, a parent must obtain an "F" Level Coaching License that is required by NJYSA and/or US Club Soccer.

Being the manager of an LSC Travel Teams includes the following responsibilities:

- Liaison between the LSC Travel and the team;
- Interaction with opposing teams to coordinate game schedules;
- Certain game-day responsibilities (including paying refs);
- Log post-game and training reports
- Coach Teams on part-time basis if professional trainer cannot attend; and
- Schedule make-up training sessions/tournaments expected.

Prior to the start of the season, an orientation meeting will be held to acquaint managers with these responsibilities. Anyone interested in becoming a manager or coach should contact the Travel Director(s).

### **DISCIPLINE**

Soccer leagues throughout the United States have adopted standards for player, coach, and parental behavior during a soccer game. Rules allow for individuals to be suspended, barred completely, or otherwise disciplined for their actions. The LSC strictly adheres to these standards of conduct and will not tolerate abusive behavior or any action that is intended or designed to embarrass, ridicule, or demean others.

If a coach, manager, player, or spectator receives a "Red Card" or is otherwise ejected by a referee or other game official, and there is a monetary fine associated with that "Red Card" or ejection, the fine imposed on the LSC will be paid by the offending party. The Board of Trustees unanimously passed the following resolution in May 1996:

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RESOLVED, that any Livingston Soccer Club Travel team manager and/or coach receiving a "Red Card" and subsequent fine and suspension from the MNJYSA or other governing body shall be personally responsible for the payment of said fine. Payment shall be made directly to the LSC within seven (7) days of receiving notification of said fine and suspension unless payment by the coach or manager is overridden by the Club's Executive Committee on appeal. Furthermore, the coach or manager will not be permitted to participate at either a game (assuming the suspension has been served) or practice until said fine is paid.

In the event manager does not pay the fine in a timely manner, they will be suspended from their Travel team duties until the fine is paid. Regarding parents or spectators on the sidelines, it is LSC policy that failure to pay a fine in a timely manner will result in that parent or spectator being banned from watching his/her child play. In both cases, if the fine continues to go unpaid, and it becomes necessary for the LSC to pay it, the LSC will use all available means necessary to collect the fine from the coach, manager, parent, or spectator. This includes legal action.

Governing bodies impose mandatory suspensions in the case of a coach, manager, or player receiving a "Red Card" or cumulative "Yellow Cards" in a soccer seasonal year. In addition, it is the policy of the LSC that if a coach or manager receives two (2) "Red Cards" or three (3) "Yellow Cards" in a soccer seasonal year they will be automatically relieved of their duties as a representative of LSC Travel. There will be no exceptions. Should they wish to resume their responsibilities, they will have to meet the requirements set forth in the Training and Coaching section of these Guidelines. Once reinstated by the Travel Committee, they will serve a mandatory one-year probationary period (begins on date they resume responsibilities). If coach or manager does not receive any Red or Yellow Cards during this probationary period, the probation will end. If they do receive any Cards during this period a permanent ban from training, coaching, and managing will be instituted.

In the event the LSC is assessed a fine as the result of forfeiting a game, the Board of Trustees, through the Executive Committee, reserves the right to require the manager of the Travel team which causes the forfeit to reimburse the LSC for all fines paid on behalf of the forfeiting team.

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## **CODE OF CONDUCT**

The LSC expects all players, coaches, managers, parents, and spectators to conduct themselves according to the highest principles of sportsmanship and fair play. The following Code of Conduct is the standard of behavior that is expected of everyone associated with LSC Travel. It is in effect at all practices, matches, and any other team functions. If the team is attending a function lasting more than one day, such as a tournament, this Code remains in effect during the stay.

The undersigned player/parent participating in LSC Travel agrees to abide by the standards of conduct outlined below and any additional guidelines established by the LSC Board of Trustees or Travel Committee that will be presented at team meetings.

Should the LSC learn that this Code of Conduct has been violated the LSC reserves the right to discipline the trainer, manager, player, parent, or spectator in an appropriate manner.

All players, coaches, trainers, managers, parents, and spectators will adhere to all rules and regulations and will refrain from illegal and inappropriate behavior that would detract from a positive image of the team or be detrimental to its performance objectives. This includes, but is not limited to, the following:

## **TRAINERS AND MANAGERS**

- Maintain a higher level of sportsmanship, professionalism, and integrity both on and off the field.
- Performance is not measured in wins and losses, but rather in what is taught to players in terms of technique, sportsmanship, and fair play.
- Must always have control and discipline.
- Must maintain respect for the game as well as the referees and the opposing team. They will not harass, abuse, or berate anyone during or after the game.
- Must always control their players and parents during a game.
- Have at least a basic knowledge of the game and pursue coaching education that will allow them to better develop their players.
- Use positive reinforcement when dealing with players, never use foul or abusive language, and never abuse a player physically, verbally, or mentally.
- Make sure the fields are left clean when they leave training/practice and games.
- Should not leave a team function until all players have been picked-up.
- Should take appropriate measures to minimize runaway scores in games.

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## **PLAYERS**

- Represent the LSC, as well as their team, trainers, parents, and the community.
- Maintain a high level of sportsmanship and fair play. They will treat opponents, teammates, trainers and referees with respect.
- Expected to arrive for games and training/practice sessions at per the trainer's instructions.
- Players are required to wear the approved LSC uniform during all games.
- Must stay with the team until dismissed by the trainer or manager.
- Play within the FIFA Laws of the Game and the spirit of the game.
- Display self-control in all situations and will not use foul or abusive language at any time before, during, or after a game or training/practice session.
- Make sure they clean-up their playing area after games and training/practices sessions.

## **PARENTS AND SPECTATORS**

- Participate in a game by watching, cheering (complementary, not instructional), and supporting the efforts of all participants of the game.
- Focus on player's mastering of soccer skills, not on the win/loss record. Every effort should be made to decrease the emphasis and pressure to win.
- Must have respect for their trainer, manager, opposing team and referees. They should never criticize in a public manner (including social media). Parental coaching from the sideline is strictly forbidden.
- May observe practices/training sessions. However, they must refrain from approaching the field while the practice/training session is in progress.
- Expected to be on time to pick-up players from practice/training sessions as the coach or manager is required to remain until the last child is picked up.
- Never use foul or abusive language towards anyone for any reason.
- The Livingston Soccer Club Travel Committee believes each trainer should be fair and impartial when it comes to playing time and position. To ensure this, individual parents must not offer any gifts to a trainer (Not including items the team is eating/drinking on the bench). team gifts are acceptable. Additionally, parents may not socialize with the trainer outside of a team function (Ex. team party, parents meeting, etc.) where most parents/players are in attendance. Major life events are acceptable.
- Livingston Soccer Club prohibits its trainers from conducting private training sessions with individual player(s) on their team (other than the full team) for a fee and I will not conduct any such prohibited private training sessions.

# **LIVINGSTON SOCCER CLUB TRAVEL PROGRAM GUIDELINES & PROCEDURES**

## **TRAINING AND COACHING**

All Teams (U7-U15) will receive approximately 60 hours of expert professional training per soccer year. Approximately 30 hours of training will be given during the Fall season and approximately 30 hours will be given during the Spring. There will be 2 one and one-half hour training sessions per week over the two seasons (the Travel Committee may shorten some training sessions due to Daylight Savings Time or darkness). Training and coaching for most Teams usually begins in late August or early September and continues through mid-to-late November. Training usually resumes for the Spring season in March and ends in early-to-mid June.

## **PROFESSIONAL TRAINERS AND COACHES**

Trainers who possess the requisite experience will train all LSC Travel Teams to teach the necessary soccer skills to these athletes. Before any trainer can train a team, that trainer must be approved by the LSC Travel Committee and meet the necessary requirements of all appropriate national, state, local, and league policy-making bodies.

The trainer will not only conduct practices for the Travel Teams, but is also expected to be that team's game-day coach. The trainer's ability to be that team's game-day coach will depend on that team's schedule and that trainer's other coaching commitments. It is the goal of the LSC to have as many games as possible coached by a team's trainer. If that trainer trains more than one LSC Travel team, it will be the sole decision of the Travel Committee to determine which team will be given game-day coaching priority. It is also the goal of the LSC to have as many Travel Teams professionally coached as possible. If a team's trainer cannot attend a game, that game will be coached by the team's managers.

To be considered to coach an LSC travel team, the trainer or manager must have:

- No "Red Card" infractions during the two (2) years prior to the date of the application to become a full-time coach; and
- KidSafe Program approval.

Paid trainers who have direct service contracts with the LSC can be removed by the Travel Committee for good cause with the forfeiture of the remaining balance of their contract. Trainers or coaches who are employed by an independent contractor can also be removed for good cause by the Travel Committee upon consultation with that individual's employer.

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## **CANCELLATION OF WEEKLY TRAINING SESSIONS**

Weather related training cancellations will be determined by a member of the LSC Travel committee and/or Township officials and conveyed to team managers. team managers are responsible for scheduling make-up training sessions and it is incumbent upon managers to make sure all training sessions are completed.

The Livingston Soccer Club believes the decision to train on religious holidays and/or other events rests solely with the player and his or her family.

Other than LSC Travel game or tournament conflicts, managers and trainers are not authorized to cancel any training sessions. Managers must notify the Travel Committee at least 5 days in advance and receive approval from the Travel Director(s) to cancel a scheduled training session.

## **FIELD POSITIONS**

U7 – U10: All players are required to play every position on the field.

U11 – U12: While players may start gaining an interest in a specific position, they must still play other positions, but can spend the additional time in their specialized position.

U13 – 15: Players are encouraged to play in specialized positions, but it is not required.

It is the goal of the LSC, given this training and coaching, to prepare the soccer athlete for high school competition.

## **GAME PARTICIPATION**

U7 – U10: Players must play at least 50% of each game during all regular season league games and travel tournaments. Coaches are encouraged to play all athletes equally and as much as possible.

U11 – U15: Players must play at least 50% of the total game time during all regular season league games and travel tournaments. This does not necessarily mean that the athlete must play 50% of the minutes of each game, but rather an average for each of the two (2) soccer seasons. All athletes must play a minimum of 25% of each game. However, coaches are encouraged to play all athletes equally and as much as possible.

Should an athlete miss multiple practices without a valid excuse, be excessively tardy to practice on multiple occasions, become disruptive during practices or games, or develop a “bad” attitude the trainer/coach or manager may, at their discretion, take away playing time. The athlete must be given prior notice of this possibility. The team manager must also inform the Director(s) of LSC Travel.



# **LIVINGSTON SOCCER CLUB TRAVEL PROGRAM GUIDELINES & PROCEDURES**

## **TEAM FORMATION / TRYOUT PROCESS**

### **AGE QUALIFICATION & ROSTER SIZE**

Within most leagues, teams are grouped into divisions based on the year of birth of the players.

Athletes will play variations of “small-sided” soccer in age groups U7 through U12 as determined by the United States Soccer Federation and other governing bodies. This means they will play on a smaller field with different amounts of players, depending on the age group. Athletes will play “full-sided” soccer on a regulation size field at the U13-U19 age levels.

Based on needs and ability, an athlete may be invited to “play up” in an older age group.

### **THE COMPETITIVE TRYOUTS**

Other than the high-school-age-level teams, all athletes must attend competitive tryout(s) that are held in the Spring of each year to be considered for a Travel team for the next seasonal year. Some athletes who tryout will not make a team. Children of past or current members of the Board of Trustees of the LSC will not be given any priority during the tryout process. Tryouts are typically held in April and May. Two (2) tryout sessions will be held at the U7-U15 age levels.

Applicants are strongly encouraged to attend both tryout sessions. If an applicant cannot attend a tryout s/he should notify the LSC in advance of a conflict so other arrangements can be made.

The sole objective of the tryout process is to place the most talented and dedicated soccer players in each age group onto a Travel team. For an existing team, in addition to the tryout itself, trainer(s) must evaluate the players on their current rosters. Evaluations are strictly confidential. They are only made known to the Director(s) of the LSC Travel Committee. Members of the Board of Trustees of the Livingston Soccer Club will not participate in the tryouts and will not evaluate or participate in the evaluation of the candidates in the tryouts. An outside professional entity is hired by the LSC to conduct the tryouts and provide the LSC with the results. During the assessment process, the Travel Committee must consider the tryout evaluation of each player, the manager’s and coach’s evaluation of the player, and the player’s dedication and work ethic. At all age levels, the decision of the Travel Committee is final.

Each age group will have a different evaluation process, but the goal remains the same: To have a fair, impartial, and thorough tryout process. All evaluations are comparative. The tryout process is the same for boys and girls.

# **LIVINGSTON SOCCER CLUB TRAVEL PROGRAM GUIDELINES & PROCEDURES**

## **TRYOUT EVALUATIONS**

When the Travel Committee makes their selections for teams, the following criteria will be used:

- Tryout Results
- Trainer Evaluations (For existing Travel players)
- In-Town Coach Evaluations (For new-to-Travel players who participated in the LSC In-Town Program)
- Travel Manager Evaluations (Attendance, commitment, teamwork, etc.)

The LSC Travel Committee will make every effort to send out invitations as early as possible. Invitations must be accepted by a specified deadline (Travel Registration). A player who registers is requesting a spot in LSC Travel, not onto a specific team. A Travel team is officially formed by the Travel Committee only upon either the posting of the roster for such team to the LSC website, or the submission of the roster for such team to the President of the LSC.

Notification by the Travel Committee to a player will provide for either: (i) acceptance into LSC Travel, or (ii) wait list. The wait list means that the candidate has not initially been offered to join nor chosen to participate in LSC Travel, but depending upon the outcome of LSC Travel registration and subsequent team formation process, there is the possibility that s/he will be chosen for and offered to join a team. Once rosters are finalized, any remaining wait list players will have the option for a refund or transfer into our In-Town Program. The deadline is August 1.

Note: It is LSC policy that no New Jersey carded travel player can play in the Fall In-Town Program.

## **SPRING-ONLY TEAMS**

U7 – U14: Based on interest, LSC Travel may offer additional teams to play in the Spring of a given season. These athletes will have a separate tryout at the end of the Fall season. All policies and procedures in these guidelines apply, but cost will be pro-rated for one season rather than two. All players will need to try out to be eligible for the next Fall/Spring season.

U15 – U19: With most of these players currently in high school, the purpose of this program is to allow athletes to continue playing competitive soccer while the high-school soccer season is not in session. All athletes are eligible to sign up and, if necessary, LSC Travel will hold tryouts. All policies and procedures in these guidelines apply, but cost will be pro-rated for one season.

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## **ROSTER MOVEMENT**

After a Travel team is formed and roster is set by the Travel Committee, players will not be released from a team once that player has been officially “carded.” The term “carded” is used to describe the technical process of having a player officially registered to play soccer for a specific Travel team. This is done by the NJYSA or US Club Soccer, not the league in which the team plays.

## **REPLACEMENT PLAYERS**

Should a roster spot become available, any interested athlete, including those who previously attended tryouts in the Spring, will be able to try out for that open roster spot. If an athlete is playing on an In-Town team, that athlete may attend a tryout during the In-Town season, but, if selected, will not be placed on a Travel team roster until the completion of the entire Fall In-Town season (including the Carpini Cup Tournament). If, on the other hand, an athlete is not playing in any organized soccer league, s/he may be placed on a Travel team roster if deemed qualified. The exact format of the tryout, and the number of tryouts, will be determined by the Travel Committee. No athlete may try out for a team until s/he receives the prior approval of the Travel Committee. Upon successful completion of the tryout process, the decision to add the player will be made by the trainer, coach, and/or manager. Once that decision is made, the Travel Committee will be notified, and then the manager may notify the athlete.

## **FURTHER INFORMATION**

LSC Travel must follow all rules and regulations of the various leagues and associations in which our Teams compete. Should anything in this document be or become contrary to any of those rules and regulations such rules and regulations will always supersede those of the LSC unless specifically addressed by the Board of Trustees of the LSC.

The LSC’s Travel Committee and Board of Trustees reserve the right to modify, update, and amend these LSC Travel Guidelines & Procedures from time to time as the Travel Committee and/or Board of Trustees deem necessary.

We hope these Guidelines have been informative and have acquainted both the athlete and his/her parents with LSC Travel. Travel soccer is exciting, but not intended for everyone. The LSC sponsors the very successful, competitive, and enjoyable single-season Fall In-Town Soccer Program for those not willing or able to make the time and expense commitment of LSC Travel. For those who do meet the requirements outlined in these Guidelines we encourage you to attend the tryouts for LSC Travel. For more information on LSC Travel please visit the LSC web site at [www.lsclub.com](http://www.lsclub.com).

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