



CONCEPTION BAY SOUTH SOCCER ASSOCIATION

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1. Document Revision History

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2 Mission Statement

The Conception Bay South Soccer Association is dedicated to develop, organize and promote soccer within the community.



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3 Glossary of Abbreviations

CBSSA – Conception Bay South Soccer Association

NLSA – Newfoundland and Labrador Soccer Association

FIFA – Federation Internationale de Football Association

Premier League – Tier 1 Youth League in NL for Under 13 through Under 17 as well as Challenge Cup and Jubilee Trophy Leagues

Championship League – Tier 2 Youth League in NL for Under 12 through Under 17

Metro League – League that includes teams for ages Under 7 through Under 15 primarily in the Northeast Avalon



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4 Eligibility

- 4.1 The Conception Bay South Soccer Association (CBSSA), hereafter known as the 'Association' will maintain a 'Competitive' program for players who have registered for CBSSA membership.
- 4.2 Players will only be eligible for the Competitive Program provided they have no outstanding fees and/or fines owed to this or any other Association.
- 4.3 Fees for the summer 'Competitive' programs will be set by the Association no later than March 1st of the year of competition. The fee will include the price of jersey, shorts and socks, league fees such as referees, NLSA assessment fees, NLSA tournament fees, and other other fees required by either the CSA, NLSA, Town of CBS or the Association.
- 4.4 The Competitive program will be available to players deemed by the Association's Technical Staff to have reached the necessary skill and maturity level to play within their age category based on date of birth.

Any player deemed by coaching staff to have reached the necessary skill and maturity level to play at a level above their age group can do so only upon written application to the Board by the Coach or parent with the approval of the Association's Technical Staff. This application must have the written consent of the parents or guardians of the player.



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5 Team and Training Selections

- 5.1 As per the Rules set out by the NLSA – All Teams playing in the Premier League or Championship League must be chosen through fall tryouts and posted to the Club website no later than November 4th.
- 5.2 There will be no tryouts for Premier League or Championship League teams in the spring.
- 5.3 The Association will register and train players that don't fall into the teams noted in 5.1 as Metro League pools or groups providing numbers for each age are sufficient.
- 5.4 The Association will finalize Metro League teams in the spring of each year prior to league play through a Metro League Tryout process.
- 5.5 The Association may combine age groups to ensure training numbers are adequate to ensure effective training.
- 5.6 Where All Star player numbers are low co-ed (male & female) will be allowed to practice and/or play where the Board deems it would be appropriate.



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6 Registration

- 6.1 All players must be registered through the online RAMP system prior to playing with the Association in any league game.
- 6.2 Failure to register as per 6.1 will make the player ineligible for league play.
- 6.3 In order to be added to a roster there can be no outstanding fees owed by for the player.
- 6.4 If the player does not register and pay outstanding fees prior to competition the Association will inform the League involved the player is ineligible for play.

7 General Rules

- 7.1 Playing time will be based on 'equal play' for U7 through U11 divisions. All Tier 2 teams U13 and older will be required to use 'fair play' as the basis for playing times.
- 7.2 Call ups to fill vacancies on a team will be as per the rules outlined by the League the player is being called to play.



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- 7.3 All members of our club teams must exhibit good sportsmanship on or off the field and not engage in any conduct that would damage the reputation of the Association.
- 7.4 Before any player can be removed from the Tier 1 Team after team final selection is made, the Board must be notified and give approval. If the Board chooses it can investigate the issue further in a manner determined by the Board before making a final decision. The Board's decision will be final.
- 7.5 Any player registered with the Association's Competitive program may participate in House League as well, up to the Under 13 program except for Premier League players. All Star players must indicate if they will play House League prior to June 10th of the current House League season.
- 7.6 A maximum of five (5) registered team staff members will be permitted to sit on the bench during games or tournaments.
- 7.7 If a team forfeits a game or causes any issue for their league that results in financial penalty the team is responsible for paying the penalty.
- 7.8 If a player incurs a financial penalty from the league, they are responsible for paying the penalty prior to being able to return to play.



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8 CODE OF CONDUCT

8.1 Parents/Guardians/Spectators, Coaches, Volunteers and Players must be familiar and follow all of the Conduct guidelines outlined by the League in which they are participating.

NLSA Code of Conduct at this link – [CODE OF CONDUCT](#)

Metro League Code of Conduct at this link – [CODE OF CONDUCT](#)

9 Apparel

9.1 Coaches, assistants and team management who will be at the bench during games will wear athletic attire with the Association's approved logos (jackets or shirts, track pants or sports shorts etc.). Absolutely no jeans permitted.

9.2 The Association will provide all All-Star Head Coaches with a Strikers FC logo polo shirt. As well other team staff will receive a CBSSA Logo top to wear at games and tournaments.

9.3 The Association will allow only surnames or initials to be printed on CBS Soccer apparel.

9.4 All Star teams are required to wear only the apparel as approved by the Association and adorned with the appropriate Association logo.

9.5 Teams can do fundraising initiatives which can include the purchase of extra apparel through the Association suppliers and adorned with appropriate CBSSA logo. (See Fundraising/Sponsorship Policy)



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9.6 Any extra team uniform must be adorned with the appropriate CBSSA logo.

9.7 At any sanctioned NLSA/Metro League or tournament games, CBSSA teams must wear Club colours – Navy w/white or White w/Navy.

10 Coaches – Selections and Guidelines

10.1 By August 30th of each year the Association will advertise for coaches for all its All-Star programs for the coming season. The Association will set the deadline for receiving all star applications at the time it announces it will be receiving applications.

10.2 Application does not guarantee selection to the Association's coaching staff.

10.3 Coaching decisions will be made by the Technical Staff before the close of tryouts in the fall of each year.

10.4 The Team Head Coach will submit names in writing to the Association of its choices for Assistant Coach(es), Manager and any other team staff for approval. All positions on the team staff must abide by the guidelines of this policy.

10.5 Coaching applicants must provide all current coaching qualifications.

10.6 Coaching applicants must provide a team seasonal plan when required.

10.7 Coaches must have the necessary training required to coach the level of play they are applying for as set out by the NLSA. If that level has not been reached but can be started within the necessary timeline the applicant may still be considered for the position.



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- 10.8 Key consideration will be based on qualifications and experience.
- 10.9 The Board may require anyone in the assistant coaching role to undergo training as determined necessary by the Association, the NLSA or the CSA.
- 10.10 All team bench staff must undergo a background check and Vulnerable Sector screening annually.
- 10.11 All team bench staff must have completed the online 'Respect in Sport for Leaders' program every five years. Any fees will be paid by the Association – receipt is required for reimbursement.
- 10.12 All coaching staff must have at least one (1) member to be the same gender as the team.
- 10.13 The team Head Coach or in their absence the designated Head Coach is accountable for his/her team staff during practice, at games and when involved in team events.
- 10.14 Head Coaches, Assistant Coaches, trainers or any other team staff may be removed from their post by the Board if it is deemed that they are operating in contradiction to this policy, or the policies of the League or have through their role compromised the reputation of the Association.
- 10.15 The Board may remove anyone from the team coaching staff, including trainers and managers, who do not fulfill their responsibilities as required by this Policy or are deemed to not be providing the service to the team required by the position they hold.



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10.16 Team Staff removed by the Board may put forward an appeal in writing to the Board within seven (7) days of notice of removal. The Board will render its decision on the appeal within five (5) days of receiving the appeal. The Board's decision is final.

11 Team Staff Standards

11.1 The team coaching staff will refrain from making any abusive, demeaning, sarcastic, racial or derogatory verbal comments to their team's players, opposing teams, parents, Association staff or officials at any time while engaging in activities related to the Association or its affiliates.

11.2 The Association coaching staff will show due care and attention to the team equipment.

11.3 No type of training, including running, will be used as a form of punishment for any player.

12 Fines

All fines handed down by the NLSA to a player for conduct is the responsibility of the player to pay as required by the NLSA.

All fines handed down by the NLSA to a coach for conduct is the responsibility of the coach to pay as required by the NLSA.

All fines handed down by the NLSA to a team for any reason is the responsibility of the team to pay as required by the NLSA.



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All fines handed down by the NLSA to the Association for any reason based on the actions or conduct of a player, coach or team will be the responsibility of that player, coach or team to pay as required by the NLSA.

The CBS Soccer Association will not be responsible to pay any fines handed down to the Association based on conduct or actions of any player, coach or team.

13 TECHNICAL COMMITTEE

The CBS Soccer Association Technical Staff will appoint a Technical Committee prior to Tryouts each year to assist with tryouts and selections. The committee, in part or in whole, will act as an advisory panel to the Technical Staff and will consist of at least four (4) members. The makeup of the Committee will be submitted by Technical Staff to the Executive Director for approval.

14 Player Release Policy

14.1 If a player is not performing to the required standard of play for the team, he/she may find themselves being released by the team.

14.2 A player can find themselves being released from the team if their actions are interfering with the training of the team, maintain poor attendance or act abusive towards teammates, coaching staff, Association staff, officials, opposing teams or conduct themselves in any manner that is counterproductive to the development of the team.



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- 14.3 The Head Coach and one other team staff (including same gender staff as player) will inform a player of any concerns they may have. If the concerning behavior continues the Head Coach will inform the players parents in writing as well as the Technical Staff of the issue.
- 14.4 If the behavior continues the Head Coach will notify the Association of the intention to release the player. The Technical Staff will then conduct a meeting involving the parents/guardian of the player in question, the Head Coach or anyone else they deem necessary for making the final decision.
- 14.5 The released player will have seventy-two (72) hours to appeal to the Association in writing.
- 14.6 If an appeal is received, the Association will strike an Appeal Committee. The Committee will review the appeal and decide if a hearing is warranted. If a hearing is necessary, it will involve the Committee meeting separately with the appellant and the Team's Head Coach. The Appeal Committee's decisions will be final.



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15 Call Up Procedure

- 15.1 Contact must first be established with the appropriate team Head Coach and inform the Association's Technical Staff
- 15.2 Teams cannot call up direct from the younger age competitive team without first being approved by the Association's Technical Staff.

16 Smoking/Vaping/Alcohol and Drug Policy

The CBSSA has a zero-tolerance policy for the use of tobacco, vaping, alcohol or non doctor prescription drugs at any practice or game held at any facility in Conception Bay South which is conducted through the CBS Soccer Association for a minor team.

Also, the CBSSA has a zero-tolerance policy for the use of tobacco, vaping, alcohol or non doctor prescription drugs at any practice or game by any player, coach and staff or any official with the CBSSA at any venue.

17 Personal Information

17.1 Personal information is used for the following:

- Registration purposes with the Newfoundland and Labrador Soccer Association, the Canadian Soccer Association and Leagues in which you or your child participate or to communicate with you should the need arise.



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- For the collection of registration or other fees.
 - For staff employment purposes.
 - For team staff or Association staff for emergency contact purposes.
 - For Directors, Coordinators, Staff, Liability Insurance Officials and/or Security Company utilized by CBS Soccer Association.
 - No other sharing of personal information is permitted.
 - Unless you specifically authorize us to release your personal information, or release is required or permitted by law, CBS Soccer will not sell, lease or trade your personal information to other third parties. CBS Soccer reserves the right to use photographs of members for advertising or promotional purposes.

18 COACHES TRAVEL ALLOWANCE POLICY

1. This policy applies to a maximum of two (2) coaches of teams traveling to their division's provincial championships, mega tournaments and Provincial League play off the Avalon Peninsula within the province of Newfoundland and Labrador. The Association must approve those who are traveling as team coaches for the purposes of this policy. Anyone who is not previously approved for the Travel Allowance will not be considered for reimbursement.



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2. A per diem for each day, including travel days, approved by the Board will be set at \$80.00 for each of two coaches per team paid at a rate of \$20.00 for breakfast, \$25.00 for lunch and \$35.00 for dinner. Breakfast will not be paid for the day of departure to attend a tournament, and dinner will not be paid on the day of return.
3. Up to two hotel rooms at the lowest available rate for the minimum necessary days, approved by the Association to a maximum of \$225.00 (two hundred and twenty five) per night taxes included, will be covered by the Association for each team for coaches, provided the team has more than one coach.
4. A transportation allowance will be provided to cover the cost of gas for coaches at the rate stipulated in the chart below. Each team may claim up to two vehicles provided there is more than one coach traveling. All travel to be reimbursed under this policy must be conducted no earlier than two days before the scheduled start of the first game and must be completed within two days of the final game of play. Coaches must share transportation where practical.
5. Standard travel mileage claims
 - Clareville - \$90.00
 - Marystown - \$125.00
 - Gander - \$125.00
 - Grand Falls/Windsor - \$140.00
 - Corner Brook - \$225.00



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6. A Travel Claim report must be completed along with applicable receipts and submitted.

to the Association's office no later than thirty (30) days after the trip.

7. The Association will have final say on all expense claims for travel.