

Devon Soccer Association



Parent/Player Handbook 2019

Suite 16, 20 Haven Ave.

Devon, AB. T9G 2B9

Phone: 780-983-3822

www.devonsoccer.com

Email: info@devonsoccer.com



Table of Contents

OUR CLUB.....	3
Vision Statement.....	3
Meetings	3
Executive and Coordinators.....	3
WHAT IS NEW FOR 2019	3
REGISTRATION	4
Online Registration.....	4
Information Session	4
Fees	4
Family Discount.....	4
Late Registrations	4
Financial Assistance	4
Uniforms	5
Team Photos	5
Refund Policy	5
Player Movement Within The DSA.....	6
WHEN AND WHERE WE PLAY.....	7
Fields.....	7
Schedules House League U3-U11	7
Schedules BRSA/EMSA Travel League U13-U19	7
Start Date	8
Pre-season Practices.....	8
Severe Weather Policy.....	8
TOURNAMENTS AND WINDUPS	8
Timbits Tournament	8
Millet Tournament.....	9
Travel Team Tournaments.....	9
Soccerpalooza Windup	9
Provincials	9
VOLUNTEERS	9
Coach and Assistant Coach	9
Team Manager	10
Timbit Tournament.....	10
Soccerpalooza Windup.....	10
Line Painting.....	10
Referee	10
Executive Member.....	10
CODES OF CONDUCT	11
Player’s Code of Conduct	11
Parent’s Code of Conduct.....	11
Coaches’ Code of Conduct	12
OTHER RULES AND INFORMATION.....	12
Disputes or other Incidents	12
Smoking.....	12
Pets.....	12



Parent/Player Handbook 2019 v17

Who can be on the field? 13
Where do the players/parents sit during practices/games? 13
Snacks/Water 13
Trash 13
Sunscreen/Bug Spray 13
Clothing for rain/cold weather 13
Hats and Jewelry 13
Player/Coach Card 13
Referees 13
Development for each age category 14

Disclaimer All information included in the parent/player handbook is subject to change without notice at the discretion of Devon Soccer Association.



OUR CLUB

Welcome to Devon Soccer Association (DSA). We are an outdoor community soccer program for ages 2 to 19. DSA is a registered not-for-profit organization which is governed by the Societies Act and operated by a volunteer executive. We are members of Battle River Soccer Association (BRSA) and Alberta Soccer Association (ASA).

Vision Statement

To provide a soccer program to the youth in our community and surrounding area. To encourage and foster the enjoyment of the game of soccer. To develop the skills of both our players and coaches to their full potential.

Meetings

Our Annual General Meeting is held each year between January 1st and March 31st. Elections for our volunteer executive are held at this meeting.

DSA Executive meetings are held regularly throughout the year and any member of the DSA program can attend a DSA Executive meeting as a guest. These guests are invited to speak but have no vote.

Executive and Coordinators

Our executive is here for you! Current Executive members will be listed on our website. If you would like to join our executive or become a coordinator or if you are unsure of who to contact regarding your questions and concerns, please email info@devonsoccer.com to find out.

WHAT IS NEW FOR 2019

We are only accepting ONLINE registrations. We switched to RAMP Interactive and are able to accept the following forms of payment; Visa, Mastercard, Visa Debit, E-transfer, Kidsport and Jumpstart. RAMP Interactive brings many new features such as Team App and Family Schedule. Please watch for more information.

U13-U19 will continue to reuse current issue uniforms year to year. DSA will buy back clean, good/excellent used condition uniforms (jersey and shorts) for up to \$20.00 per set. Please contact administrator for more information.

Volunteer Policy

A volunteer section has been added to our online registration system. Each family must complete ONE volunteer activity during the season, which you can choose later in the registration process. If you choose not to complete a volunteer activity, then a \$100 volunteer opt out fee will be added to your registration fee.



REGISTRATION

Online Registration

Online registration is open February 1st to March 25th. Late fees apply March 16th-25th. Please use the link on our website www.devonsoccer.com to register. Any questions please contact our administrator.

Information Session

February 6, 2018 7:00-8:30 at Devon Community Centre – Dan Claypool Room

Fees

Age Category	Fee	Birth Years	Additional information
U3	\$105.00	2016	Parent/Tot skills/drills
U5	\$125.00	2014/2015	Timbits
U7	\$135.00	2012/2013	Timbits
U9	\$150.00	2010/2011	House League
U11	\$160.00	2008/2009	House League
U13	\$130.00 + \$40.00 jersey	2006/2007	Travel Team
U15	\$130.00 + \$40.00 jersey	2004/2005	Travel Team
U17	\$130.00 + \$40.00 jersey	2002/2003	Travel Team
U19	\$130.00 + \$40.00 jersey	2000/2001	Travel Team

(All teams are subject to number of registrations and coach availability)

Family Discount

The third and subsequent registrations per family will be reduced by \$30.00/player.

Late Registrations

Late Registrations may be accepted on and between March 16th and March 25th, if team numbers, coach availability and scheduling permit. A fee of \$15.00/player will be added. Registrations will not be accepted on or after March 26th.

Financial Assistance

Kidsport (www.kidsport.ab.ca) and Jumpstart (www.canadiantire.ca/jumpstart) are available for families facing financial hardship. Please contact our administrator in confidence to apply for financial assistance.



Uniforms

U3 are given a t-shirt which the player keeps at the end of the season. Parents are responsible for black shorts, black socks, shin pads and regular running shoes which are mandatory. Cleats are not permitted.

U5 and U7 are given a Tim Horton's Timbits t-shirt which the player keeps at the end of the season. Parents are responsible for black shorts, black socks and shin pads which are mandatory. Lace up running shoes are permitted although outdoor soccer cleats are recommended.

U9, and U11 are given a DSA jersey, shorts and socks, all of which the player keeps at the end of the season. Parents are responsible for shin pads and outdoor soccer cleats which are both mandatory.

U13, U15, U17 and U19 players can reuse, trade, buy or sell used current issue jerseys, if their jersey number is recorded at time of registration. For those without a jersey, parents will purchase a current issue DSA jersey and shorts which the player keeps at the end of the season. Players/Parents are responsible to keep jerseys clean and in good repair. Dirty, worn or torn jerseys or those with missing or worn logos/numbers will not be permitted and a new set will need to be purchased. Parents are responsible for black socks, shin pads and outdoor soccer cleats which are mandatory. DSA will purchase good/excellent used condition uniforms (jersey and shorts) for up to \$20.00 per set. In years where DSA or supplier changes the style or colors of jerseys, then all players would have to purchase new jerseys for that one year.

Team Photos

Included in your fees is a team pack (8x10 print and photo matte featuring the team photo and individual player). Your player's team will be scheduled a time to arrive on picture day. Your age coordinator will inform the team of the time and location once it has been finalized by the photographer.

Each player will have both an individual and team picture taken. You received only one (1) copy of this team pack from DSA. Additional photos can be purchase online through our photographer. Note all photos will be posted on 20/20 Photography online.

20/20 Photography accepts cash, debit, Visa and Mastercard. Your coordinator will distribute photos when they are ready. If you miss the pick-up date, pictures will be available at Soccerpalooza Windup. If you miss this date, please contact our administrator.

Refund Policy

1. All refunds are subject to \$25.00 administration fee plus any other applicable fees.
2. No refunds will be allowed after April 15th for the outdoor season.
3. Request for refund must be sent to info@devonsoccer.com stating the reason for refund and is effective once the registrar receives it.
4. Refunds for fees paid by credit or debit card will be refunded to the original card. All other refunds will be issued by cheque in the mail, once the cheque is prepared and signed by two executive members at our monthly meeting.
5. Refunds given for lack of registrations in the age group will not be subjected to any fees and will be issued by cheque, once the cheque is prepared and signed by two executive members at our monthly meeting.
6. All refunds are subject to Executive approval.



Player Movement Within The DSA

My child would like to play with his friend. Can you accommodate this special request?

Your request is dependent on many things. Are they in the same age category? Are they relatively equal in skill and ability? Did one of them register late? Is there room on the team? Please submit your request in writing to your Age Coordinator or email it to info@devonsoccer.com by the registration deadline. We will evaluate each special request individually but do not guarantee that we will accommodate your request.

My child would like to move down an age category to play with his/her friend. Can he/she do this?

No. The Canadian Soccer Association rules prevent movement down, except in cases of mental or physical handicap. Such players would not be eligible to play in any play-off or provincial games.

My child would like to move up an age category to play with his/her friend. Can he/she do this?

If you wish to move your child to a higher age category, please submit your request in writing to your Age Coordinator or email it to info@devonsoccer.com by the registration deadline. We will evaluate each special request individually; however, we are reluctant to move any player out of their age category unless the request is necessary and justified. We believe that a player moving up has a definite disadvantage against older, stronger and faster children and this may negatively influence the child's self-esteem and confidence. We are also concerned about the unfair position it puts the team in, by having an underage player on the team. We would prefer that wherever possible you keep your child in the age group that he/she is supposed to be in.



WHEN AND WHERE WE PLAY

Fields

Devon Soccer has numerous field in town. Maps are located on our website and BRSA website.

1. Robina Baker Elementary School Fields (RBES) for our U3, U5, U7, & U9 teams
(1 Jasper Court South)
2. Community Centre North (CCN) & Community Centre South (CCS) for our U9 teams
(20 Haven Crescent)
3. Riverview Middle School (RMS) for our U11 teams
(165 Athabasca Avenue)
4. John Maland High School (JMHS) for our U13, U15, U17 & U19 teams
(105 Athabasca Avenue)

Fields will be finalized once registration is complete as it is based on number of teams in each age categories. You will be notified when schedules are released.

Schedules House League U3-U11

These schedules are made by Devon Soccer Association and are always played in Devon.

- U3 Monday/Wednesday 6:30pm – 7:00pm
- U5 Tuesday/Thursday 6:30pm – 7:00pm
- U7 Monday/Wednesday 6:30pm – 7:15pm
- U9 Tuesday/Thursday 6:30pm – 7:30pm
- U11 Monday/Wednesday 6:30pm – 7:30pm

Schedules BRSA/EMSA Travel League U13-U19

BRSA/EMSA make these schedules after all clubs have submitted their final declarations. These teams may travel between Leduc, Calmar, Devon, Breton, Pigeon Lake, Millet, Edmonton, Spruce Grove and Sherwood Park to name a few locations.

These days of week are subject to change by BRSA or EMSA.

- U13 Boys Tuesday Game / Thursdays Practice
- U13 Girls Tuesday Game / Thursdays Practice
- U15 Boys Wednesday Game / Monday Practice
- U15 Girls Wednesday Game / Monday Practice
- U17 Boys Thursday Game / Tuesday Practice
- U17 Girls Thursday Game / Tuesday Practice
- U19 TBA

*2nd practice will be determined by coach as start of season

U13 and up usually allow for one game per week plus two practices per week at home.



Start Date

The approximate start date for all age categories for the outdoor season is the last week of April to the first week of May (weather dependent). You will be contacted by your coach once your child has been assigned to a team.

Pre-season Practices

BRSA Travel League will have pre-season practices on weekends in April. You will be contacted by your coach once teams have been created.

Severe Weather Policy

Devon Soccer Association fields will be open in all types of weather (eg. rain, wind, snow, heat) unless deemed to be unsafe for players, coaches, management and spectators, or if it will cause damage to the field. The website will only be updated if the fields are CLOSED. Please follow the practices below:

Lightning and/or Thunder: Immediately leave the field, seeking shelter indoors/inside vehicles with the first flash of lightning or sound of thunder. Wait 30 minutes after the last flash of lightning or sound of thunder before returning to the field.

All other weather: Parents please use your discretion on whether to have your child play or not.

U3 - U11 Coaches: If you decide to cancel, please contact your assistant coach, all your parents plus the coach of the other team to make them aware of your decision. If your game has a referee, please remember that they have final say regarding severe weather.

TOURNAMENTS AND WINDUPS

Timbits Tournament

U5 & U7 players can participate in Tim Horton's yearly sponsored Timbits Jamboree. This event will take place in Devon on Saturday May 25, 2019. DSA covers the cost of this tournament. Coaches are required to register their DSA teams according to the deadlines of the tournament.

U3 players are invited to join in for the BBQ and other entertainment but will not have games this day.

This is a fun day with swag bags, Timbits, medals, and other entertainment such as sparkle tattoos, bouncy castles and much more.

If your child's team is not entering the tournament, please contact your age coordinator or the tournament coordinator to register your child with another team.

Volunteers ages 15 plus will be needed for 1-hour time slots on this day. You will never be scheduled when your children are playing. DSA players ages 15 plus will be encouraged to volunteer this day.



Millet Tournament

U9 & U11 teams will participate in the Millet Classic Tournament. This is a two-day tournament in Millet happens in mid-June each year. Administrator will work with coaches to register teams. The tournament fee will be paid by DSA.

Travel Team Tournaments

The travel coordinator will provide each team with information regarding available tournaments. DSA will cover the cost of one tournament per team. The cost covered will cap at the Millet Tournament price for appropriate age category. Coaches will be responsible for registering their own team.

Soccerpalooza Windup

U3-U11 will participate in our annual Soccerpalooza windup on Saturday June 22, 2019 at the RBES soccer fields. Along with each team playing two games, there will be a BBQ and other entertainment throughout the day. Kids will receive medals.

The windup for U13-U19 will be held the same day at the RMS soccer fields and will include Orbis Bubble Balls and a BBQ.

Provincials

Provincials occur the 2nd weekend of July (subject to change), for any U13 and up teams that win the BRSA Championship for their age/gender category. All U13 and up players must sign a provincial commitment letter at the time of registration.

VOLUNTEERS

Each family must choose one volunteer item when registering. This can be as committed as being on the executive to as simple as a one-hour shift at our windup. As a volunteer run organization, it takes many hands to keep the workload light. Please do your part to help.

Coach and Assistant Coach

DSA depends on parents/volunteers 18+ to coach our players with assistant coaches being at least 14+. Even those who have never played soccer or have no previous coaching experience can become competent coaches. Coaching clinics are offered in April each year and DSA will pay your fees if attending our Devon clinic or will reimburse your fees in full once you attend a clinic elsewhere. Time commitment is .5 to 1 hr/day 2 times per week during the season, plus tournaments. More time is required of travel team coaches.

All coaches are required to attend a Coaches' Meetings to learn about your position and pick up equipment. Your age coordinator will provide you with more information.

To ensure that safe and competent coaches are coaching our children every coach is required to provide a new criminal record check every 3 years.

Visit the Coach Area on our website to apply.



Team Manager

A team manager is now required for every team in U11-U19 age categories only. A team manager must be 18+ and is a time commitment of 1-3 hours/week. Team managers are responsible for communication between our administration/age coordinator and the team. This person should be organized and available for last minute fan out of information from time to time.

Visit the Coach Area on our website to apply.

Timbit Tournament

DSA needs volunteers ages 14+ to help with setup, take down, BBQ, supervising bouncy houses etc. You will always be able to watch your children play as we don't schedule parents when their children are playing. DSA would love to see some of our older travel team players volunteering. The time commitment is available in 1-hour shifts.

Soccerpalooza Windup

DSA needs volunteers ages 14+ to help with setup, take down, BBQ, supervising bouncy houses etc. You will not be scheduled when your children are playing. The time commitment is available in 1-hour shifts.

Line Painting

The time commitment is 3-4 times as needed throughout the season for several hours at one time.

Referee

Being a referee for DSA is a PAID position. Anyone, male or female ages 13 years and up can apply to be a referee. DSA offers and pays for the required clinics that allow you to be a referee. The time commitment for our club is approximately one hour a day, 2-3 times per week during the soccer season.

Besides being a paid part time job, being a referee gives you physical fitness, life skills, another way to be involved in the game of soccer and the potential to advance as a referee to higher levels.

Visit the Referee Area on our website to apply.

Executive Member

A dedicated group of soccer parents make up our executive. Any parent with a child registered in soccer can be nominated for a position at our AGM. Our executive is made up of 7 voting positions including president, vice-president, secretary, treasurer and 3 directors. The other positions on our executive include a variety of coordinators and administrators. The time commitment is year-round, with a minimum of 9 monthly meetings, task meetings, planning, organizing and being present at most DSA events for the entire duration of the event and being available by phone, text or email most of the time. Our busiest season is from January to June and slows down for the 2nd half of the year.



CODES OF CONDUCT

Parents and Coaches are required to sign a code of conduct when registering for the season. Coaches or team managers will have players sign a team form.

Player's Code of Conduct

1. As a player I will be representing my team, Devon Soccer Association, and Battle River Soccer.
2. I will play by the rules and in the spirit of the game and abide by the principles of Fair Play.
3. I will respect my opponents, teammates, coaches and officials (foul language is included in this).
4. I will do my best to be a true team player and be supportive of all my teammates regardless of skill.
5. I will remember that winning isn't everything – that having fun, improving skills, making friends and doing my best are also important.
6. I will acknowledge all good plays/performances – those of my team and the opponents.
7. I will not coach other players on my team, from the field or bench.
8. I will remember that coaches and officials are here to help me, and I will accept their decisions and show them respect.
9. I will pay attention when coaches are talking, and I will maintain my self-control always.
10. I will try to participate in every game and every practice. If I am going to miss a game or practice I will notify the coach.
11. I will arrive at the game or practice early enough so that I am ready to participate at the starting time.
12. If I cannot abide by this code of conduct, the coaches have the right to bench me for a reasonable amount of games, or whatever the coach deems a fair and appropriate discipline (laps, burpee's, push-ups etc.)

I understand that if I do not follow this code of conduct, the Coach, the Ref and the Club has the right to remove me and/or my child from the game, season or club.

Parent's Code of Conduct

1. I realize that the primary reason that children play soccer is to have fun, not to win.
2. I will demand that my child plays fairly and within the rules.
3. I will help the coach in any positive way possible.
4. I will remember that volunteers run the league.
5. I will not make any negative comments to any child, especially my own.
6. I will praise the efforts of every player.
7. I will applaud good plays by our team AND by members of the opposing team.
8. I will accept the results of each game and encourage my child to: Be gracious in victory and turn defeat to victory by working towards improvement.
9. I will accept the referee calls.
10. I will be a parent that leads by example.

I understand that if I do not follow this code of conduct, the Coach, the Ref and the Club has the right to remove me and/or my child from the game, season or club.



Coaches' Code of Conduct

1. As a coach, I need to be a positive role model.
2. I will need to display and instill in my players the principals of good sportsmanship and team play.
3. Be reasonable in my demands on my player's time, energy, enthusiasm and their performance on the soccer field.
4. Be a good example. Children need a coach they can respect.
5. Be generous with my praise when it is deserved. Find something positive to say about each player. Players should never be ridiculed for making mistakes or losing a game.
6. Develop team respect for the ability of opponents and for the judgment of referees and opposing coaches.
7. Keep informed about sound principles of coaching, growth and development principles relating to children.
8. Impress on my players the need to abide by the rules of the game always.
9. I will respect the officials of the game and abide by their decisions.
10. Check equipment and facilities that we use. They should meet safety standards and be appropriate for the age and ability of my players.
11. I will comply with the decisions of league officials and observe all rules, policy and procedures as established or endorsed by Devon Soccer Association and Battle Rive Soccer Association.

I understand that if I do not follow this code of conduct, the Ref and the Club have the right to remove me from the game, season or club.

OTHER RULES AND INFORMATION

Disputes or other Incidents

If disputes occur between you and your child's coach or other team officials, handle it with dignity. Treat the coach and/or team official with respect, he/she is sincere in his/her intent to be hard working on behalf of every member of the team. Remember that your actions have the biggest impact on how your child will react to similar situations. If all attempts to rectify the situation directly with the coach or team official fails, then contact the Age Coordinator in writing outlining your concern. If the Age Coordinator can not rectify the situation, they will involve the President and executive.

If you witness an incident that you would like to report, please contact your age coordinator who will involve the President and executive if necessary.

Smoking

Smoking is prohibited at DSA events, including but not limited to practices, games, tournaments and windups.

Pets

Pets are strictly prohibited at DSA events, including but not limited to practices, games, tournaments and windups. Bylaw will be called if necessary.



Who can be on the field?

The only people allowed on the field are coaches, managers and players that our registered with DSA. No siblings, parents or friends are allowed on the field when the team is on the field expect when invited by the Coach. In the case of Parent/Tot, only one parent per player is permitted on the field at a time.

Where do the players/parents sit during practices/games?

U5/U7 – players may sit on same side as parents but should sit together in a row with their team mates and coaches.

U9 and up – parents will sit on one side of the field and the players on the other side of the field. This makes it easier for the coaches to know where their players are for line changes.

Snacks/Water

Players should eat before coming to practices/games or when they are finished. There is no snack break. Every player must have a full water bottle at every practice/game. Please label their bottles to avoid mix-ups.

Trash

If you bring it with you, take it with you. Respect our fields and environment.

Sunscreen/Bug Spray

Parents please bring sunscreen and bug spray.

Clothing for rain/cold weather

Parents may want to wear rain gear as there is no shelter. Bring blankets for yourself and for your player to use on the sideline when it is cold. Players may use layers under their uniforms, including long sleeve shirts, however, nothing with a hood is permitted.

Hats and Jewelry

Hats with brims are not allowed on the field. No jewelry is allowed, including but not limited to ear rings, nose rings, necklaces, rings. This is for all age categories.

Player/Coach Card

All U13 and up teams that play in the outdoor BRSA/EMSA leagues will be required to have a player or coach card. Your age coordinator or team manager will provide you with more information. It is the parent/players responsibility to keep these cards secure during the season and from season to season.

Referees

For our leagues that do have a referee, DSA expects coaches, parents and players to treat the referees with respect. Our U11 teams will have kids that are 13-14 years old referring their games and it is unacceptable for anyone to berate, belittle or yelling at these refs. DSA has the right to remove anyone they see displaying bad behaviour towards the refs.



Development for each age category

Age Category

Focus

U3/U5	Development of physical literacy, running hopping, skipping, balancing etc. So, there will be mistakes and players falling and tripping as they ‘find their feet’.
U7	Ball mastery, bringing physical literacy to support the development of mastering the ball, this is only possible with positive physical literacy. So, within this stage the player’s focus is often upon the player and the ball. Expect frustration and a very limited desire to share. Encourage this and allow the players to experiment with new moves and tricks.
U9/U11	This is the stage where the game concept really takes hold. The player has mastered the individual techniques and is ready to put them into play, in a game. So now is the time for the focus to move towards team play and tactics. Again, there will be mistakes and miss-placed passes. The focus should therefore be on exploring options of play and not whether a play was the right or wrong one.
U13-U19	This is the final stage of development; some players may be returning to soccer or entering it for the first time. However, the emphasis is upon participation and fun. So regardless of age, ability or level of competition there is always a game to be played. Active for Life also embraces the provision of further supporting options within coaching, officiating or administration support to the development of the game.

For more details for parents please visit:

<https://albertasoccer.com/wp-content/uploads/2016/06/ASAGrassrootsSoccer-ParentSoccerGuide-2.pdf>