



**FORT ST. JOHN
SOCCER CLUB**

January 2026

Fort St. John Northern Strikers Tournament Registration Policy and Procedure

Purpose

The purpose of this policy is to establish a transparent, consistent, and accountable process for selection, registration, and funding Fort St. John Northern Strikers' tournaments. This policy ensures clarity for players, families, coaches, and Board members while supporting player development and operational efficiency within the Fort St. John Soccer Club.

Policy and Procedure

1. Tournament Selection and Approval

1.1 Board Determination of Tournaments (See Section 4: Technical Oversight and Recommendations)

- All tournaments included as part of the competitive season will be determined and approved by the Board of Directors, in consideration of the Technical Director's recommendations as outlined in Section 4, prior to the opening of player registration.
- This process ensures transparency, allows families to understand seasonal commitments in advance, and supports informed decision-making at the time of registration.

1.2 Number of Included Tournaments

- A maximum of **three (3) tournaments** will be included within the competitive team registration fees unless otherwise approved by the Board of Directors.

1.3 Substitute Tournament Option

- In the event that a selected tournament is full, unavailable, or a team is placed on a waitlist, the Board will approve a substitute tournament to ensure teams are provided continued competitive opportunities.

2. Additional Tournaments, Friendly Matches, Provincials

2.1 Board Approval Requirement

- Any additional tournaments, friendly matches, or provincials beyond those included in the competitive registration fees must receive prior approval from the Board of Directors.
- The Tournament/Games Request Form must be submitted by team managers to fsjsoccer@telus.net for approval.

2.2 Additional Fees

- Participation in additional tournaments, friendly matches, or provincials may result in a fee increase applied to player accounts, subject to Board approval and communication to families in advance.

3. Financial Commitment, Player Confirmation, and Registration Safeguards

3.1 Definition of Sufficient Player Commitment

- A “sufficient number of players” is defined as meeting or exceeding the minimum roster size for the team’s age group and competitive level, as determined by the Technical Director (see Section 4).
- Player commitment is confirmed, **no later than two (2) weeks after season registration opens**, when a player has either:
 - Paid all required fees; or
 - Entered into an approved payment plan with the club.

3.2 Payment of Tournament Fees

- Tournament entry fees will **not be paid** until the minimum roster commitment threshold has been met.
- Once the roster threshold has been satisfied, tournament fees will be submitted promptly in accordance with the Fort St. John Soccer Club’s financial authorization and approval processes.

3.3 Registration not Contingent on Informal Availability

- At no point will the club delay or refrain from registering a team in an approved tournament due to:
 - Informal or speculative assessments of player availability;
 - Individual team, coach, or parent determinations regarding anticipated absences.

3.4 Exceptional Circumstances

- In limited circumstances, the Technical Director, in consultation with the Board of Directors, may approve tournament registration with fewer than the minimum roster number, where doing so aligns with player development objectives, competitive standards, or tournament requirements.
- Such exceptions must be documented and approved prior to registration submission.

4. Technical Oversight and Authority

4.1 Technical Director Authority and Recommendation

- Tournament participation for each competitive team falls under the **recommendation and oversight of the Technical Director**.
- The Technical Director will determine and recommend appropriate tiering and number of teams entered based on player development goals, competitive standards, and seasonal objectives.
- These recommendations will align with the club's long-term player development model and competitive framework and will guide tournament selection and registration decisions made by the Fort St. John Soccer Club Board of Directors.

4.2 Parent and Player Requests

- Requests from parents or players to alter tournament selection, tiering, team placement, or participation decisions will **not override** the Technical Director's recommendations.
- This provision ensures consistency, fairness, and developmentally appropriate decision-making across all competitive teams.

4.3 Coach/Manager Expectations

- Coaches and managers are expected to adhere to tournament participation decisions, team placements, and competitive structures as determined by the Technical Director and approved by the Board.

- Coaches and managers may provide professional input to the Technical Director; however, they are not authorized to independently register teams, request tournament changes, or make commitments to families outside of the approved process.

4.4 Coach/Manager Accountability

- Compliance with this policy, including respect for technical decisions and communication protocols, will form part of coach and manager selection considerations.
- Failure to adhere to approved tournament plans, unauthorized commitments, or deviation from technical direction may result in corrective action by the Fort St. John Soccer Club Board of Directors.

5. Registration Authority and Responsibilities

5.1 Registration Submission Authority

- Official tournament registration submissions are the responsibility of the **President or Vice President** of the Fort St. John Soccer Club.

5.2 Registration Timing

- Tournament registration opening dates will be scheduled in advance.
- Upon registration opening, registration will be submitted **promptly within 24 hours**, pending standards outlined within Section 3, to maximize acceptance and minimize waitlisting risk.

6. Payment Process

6.1 Method of Payment

- Tournament registration fees will be paid promptly via **Electronic Money Transfer (EMT)**.

6.2 Approval Process

- All tournament payments are subject to the club's established Board approval and financial authorization process prior to payment being issued.

7. Review and Communication

- Approved tournaments, substitutes, and any additional fees will be communicated clearly to families in a timely manner.
- This policy will be reviewed periodically by the Fort St. John Soccer Club Board of Directors to ensure alignment with club goals, financial sustainability, and best practices.