



## Saskatchewan PTSO Youth Club Licence 1

The Provincial/Territorial Youth Club Licence – Level 1 of the Canada Soccer Club Licensing Program builds on the characteristics and behaviours of an organization in the Canada Soccer Standards for Quality Soccer with a balance of expectations across the governance, administration, infrastructure, and technical pillars. The characteristics and behaviours of the Provincial/Territorial Youth Club Licence – Level 1 are designed to recognize high quality grassroots, community, and competitive organizations that have developed their governance and operations. Organizations achieving the Provincial/Territorial Youth Club Licence – Level 1 demonstrate their commitment to quality and to providing an enhanced participant experience.

*(Version 1.0, March 2019)*

### Saskatchewan PTSO Youth Club Licence 1 Foundational Requirements:

**Organizations applying for the Provincial/Territorial Youth Club Licence 1 must submit the following information to Canada Soccer:**

1		Organization Name
2		Location
3		Province/Territory
4		Membership Status
5		President - Name, Contact Information (phone and email)
6		Administrative Lead - Name, Position, Contact Information (phone and email), Job Description
7		Technical Lead - Name, Position, Contact Information (phone and email), Qualifications, Job Description
8		Program Information:
8.1		Stream(s) of Participation (Grassroots, Community, Competitive, Development, Performance)
8.2		Stage(s)/Age(s) of Participation
8.3		Gender(s) of Participation
9		Club Infrastructure Form – Facilities, Website, other official online locations (Facebook, Twitter, Instagram, YouTube, etc.)

**Provincial/Territorial Youth Licence 1 must include the following foundational criteria identified by Canada Soccer and may include additional criteria identified by Provincial/Territorial Soccer Organizations:**

#### Technical & Sporting Criteria:

10		Provides a safe soccer experience:
10.1		Adheres to Saskatchewan Soccer Code of Conduct and Ethics & Canada Soccer Code of Conduct and Ethics
10.2		Has a Code of Conduct to Protect Children
10.3		Has Guidelines for Appropriate/Inappropriate Conduct between Adults/Adolescents and Children
10.4		Has a Policy requiring that any suspicion of child abuse is reported to law enforcement
10.5		Has a Policy outlining what to do if you witness inappropriate conduct that is provided to parents, coaches, and team personnel
10.6		Provides an environment that supports participant's physical and emotional safety (free of bully, discrimination, etc.)
10.7		Supports the Coaches Association of Canada Responsible Coaching Movement:
10.7.1		Has a Rule of Two Policy on which it educates players, parents, coaches, and team personnel
10.7.2		All coaches and team personnel have completed Respect in Sport Activity Leader training
10.7.3		All coaches and team personnel have completed proper Background Screening, including a Criminal Record Check (CRC) with Vulnerable Sector Check (VSC) or Enhanced Police Information Check (E-PIC) within the last 2 years

10.8		Facilities and equipment are safe, well-maintained, and in good condition
10.9		Demonstrates active implementation of the Canada Soccer Guide to Safety
11		Provides an accessible, inclusive, and welcoming soccer environment:
11.1		Provides programming that targets underrepresented groups as outlined in the Canada Soccer Guide to Accessibility and Inclusion
11.2		Has programs, partnerships, and/or other mechanisms to reduce barriers to participation
11.3		Appreciates diversity to ensure everyone feels safe and that they belong regardless of ability and background
11.4		Coaches are culturally sensitive and programs include culturally appropriate activities
11.5		Utilizes facilities that are accessible to participants of all abilities and advocates for enhancements to facility accessibility
11.6		Demonstrates active implementation of the Canada Soccer Guide to Accessibility and Inclusion
12		Submits a Club Pathway that demonstrates the following:
12.1		Alignment to Provincial/Territorial Pathway
12.2		Alignment to National Player Pathway
13		Submits a Technical Plan that includes the following:
13.1		Program Descriptions
13.2		Program alignment to Long Term Player Development stage-appropriate best principles as outlined by Canada Soccer
13.3		Coach Recruitment, Retention, Development, Assessment, Advancement and Recognition Strategy
14		Operates a licensed Canada Soccer Dedicated Player Program
15		Technical Lead(s) hold(s) the following current and valid certification at minimum:
15.1		Community Stream Workshops for all stages at which the organization provides programming
15.2		C License Certified (2020)
15.3		Child License Certified (2020)
15.4		PTSO Level TD Diploma (2021)
15.5		Making Ethical Decisions Workshop and/or Online Evaluation
15.6		Respect in Sport Activity Leader Program
16		Coach training and/or certification is aligned to programs operated and Canada Soccer and/or PTSO standards
<b>Administration &amp; Financial:</b>		
17		Registers all participants with its governing organization(s)
18		Does not interact with non-member soccer organizations for the purposes of soccer-related activities unless approved by governing organization(s)
19		Has a bank account
20		Has a minimum of two signing authorities and requires two signatures on all financial transactions
21		Prepares Statement of Position (Notice to Reader) financial statements annually
22		Has an identified Administrative Lead (paid or volunteer) with clearly defined responsibilities
23		All fulltime staff members have completed Respect in the Workplace training
<b>Infrastructure:</b>		
24		Has a website
25		Has access to facilities that meet the minimum requirements of the programs that it operates
<b>Governance:</b>		
26		Is a Member in Good Standing with its governing organization(s)
27		Is a legal entity
28		Is compliant with the by-laws, policies, and directives of its governing organization(s)
29		Works in harmony, aligning values and operations, with its governing organization(s)
30		Aligns with SSA Freedom of Movement Policy
31		Is compliant with all applicable requirements of governments (e.g., nonprofit statutes) and regulatory bodies (provincial sport regulators) within whose jurisdiction it operates

32		Holds an Annual General Meeting
33		Submits Letters of Incorporation and By-Laws and annually submits any amendments
34		Submits a Vision, Mission, and Values Statement
35		Have a board of directors that is responsible for the affairs of the organization and:
35.1		Annually registers Board Members with SSA
35.2		All members have completed Respect in the Workplace training
35.3		Selects, compensates (if applicable), and provides oversight of the Administrative Lead
35.4		All new Board Members complete SSA Board Orientation (2020)
36		Have policies and processes that meet SSA & Canada Soccer administration of formal complaints and appeals