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## SSA TOURNAMENT SANCTIONING POLICY

### Why do we have tournament sanctioning requirements and standards?

The Saskatchewan Soccer Association (SSA) is the governing body for soccer in Saskatchewan. In this role, the SSA is entrusted by the statutes of FIFA and the constitution of Canadian Soccer Association (CSA) with the mandate of governing, fostering, developing and promoting soccer in Saskatchewan. As an organization, the SSA is committed to the CSA's Long Term Player Development (LTPD) Model; Wellness to World Cup (W2WC) and [Canada Soccer Grassroots Standards](#). The underlying principles of LTPD are based heavily on providing developmentally appropriate sport through a player-centered approach. These principles commit the SSA and our Member Organizations and Entities running sanctioned tournaments to place the development, safety, enjoyment and well-being of the individual participant above all else when delivering these competitions.

In order to ensure all competitions within Saskatchewan observe these principles, the SSA has developed a series of standards for tournaments. These standards are designed to ensure participants have the opportunity to compete in a developmentally appropriate environment conducive to maximizing their potential and showcasing their abilities. While tournaments are valuable social events for participants and have become essential fundraisers to support the many high quality initiatives taking place, within the host MO/Entities this value cannot come at the expense of the participants. By applying for sanctioning, Tournament Organizers agree to abide by ALL SSA Tournament Sanctioning Policies and meet ALL SSA Required Tournament Sanctioning Standards. Tournaments that fail to meet these standards will be subject to discipline as outlined in this document and/or the [SSA Discipline Policy](#).

It is the belief of the SSA that all participants should have the opportunity to participate in developmentally-appropriate sport and we are committed to ensuring all competitive structures within Saskatchewan are aligned to this guiding principle.

Should you have any questions about Tournament Sanctioning, please contact:

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### **Process of Sanctioning Tournaments in Saskatchewan:**

1. Tournament Organizers apply for sanctioning by completing the “SSA Tournament Sanctioning Form”.
2. The SSA Tournament Sanctioning Form must be approved by an SSA Member Organization through the signature of an authorized individual.
3. Member Organizations applying to host a tournament must be in good standing with the SSA. Entities applying to host a tournament must be in good standing with their Member Organization and the SSA.
4. Member Organizations cannot unreasonably deny the approval of an SSA Tournament Sanctioning Form to an Entity in good standing.
5. Following Member Organization approval, the completed SSA Tournament Sanctioning Form is submitted to the SSA. Incomplete forms will not be accepted.
6. All tournament sanctioning applications must be accompanied by the tournament sanctioning application fee. The tournament sanctioning application fee is:
  - a. \$100.00 if submitted thirty days or more before the start of the tournament
  - b. \$250.00 if submitted less than thirty days before the start of the tournament
7. Sanctioning Applications will not be considered more than 10 months before the start of the tournament.
  - a. Should the sanctioning requirements and/or standards change between the time of sanctioning and the start of the tournament, the Tournament Organizer is responsible for ensuring the tournament meets the revised requirement and/or standards.
8. Following review of the tournament sanctioning application, the SSA will contact the applicant regarding any concerns, errors or omissions in the application.
9. Tournaments held the same weekend as an SSA Provincial Championship or Annual General Meeting (AGM) will not be sanctioned if conflicts are anticipated. Examples of conflicts include, but are not limited to, the availability of delegates for the AGM or players, officials, teams, volunteers and/or facilities for a Provincial Championship, media coverage and/or exposure of the tournament.
10. Upon approval of sanctioning, Tournament Organizers may begin full promotion of the tournament. Promotion of a tournament prior to sanctioning is prohibited without permission of the SSA and may result in disciplinary sanctions, as outlined under “Compliance”.



- a. In recognizing that Tournament Organizers may wish to begin promotion more than 10 months before the start of the tournament, permission may be granted by the SSA for limited tournament promotion prior to sanctioning. Please contact the SSA for additional information or to request permission to promote a tournament prior to sanctioning.
11. Upon approval of sanctioning, available tournament information will be posted on the SSA website.
  12. A copy of the tournament schedule must be submitted to the SSA for approval at least 10 days before the start of the tournament. Failure to submit a tournament schedule will result in disciplinary sanctions, as outlined under "Compliance".
  13. Posting or distribution of a tournament schedule prior to approval is prohibited and will result in disciplinary sanctions, as outlined under "Compliance".
  14. The tournament schedule should be distributed to participating teams no later than five days prior to the start of the tournament.
  15. The Tournament Organizer must submit the Tournament Follow up Report and Financial Statement as well as the Discipline Reports and any outstanding/unresolved Discipline matters within twenty business days of the conclusion of the tournament. Failure to submit the required documents by this deadline will result in disciplinary sanctions, as outlined under "Compliance".
  16. Copies of all rosters and game sheets must be submitted to the SSA upon request. Failure to submit rosters and/or game sheets if requested will result in disciplinary sanctions, as outlined under "Compliance".
  17. The SSA must be notified of the intention to include the serving of alcohol during a sanctioned tournament. Should alcohol be served by the Tournament Organizer, they are responsible for ensuring compliance with all legal requirements. Failure to do so may void SSA insurance coverage.
  18. The SSA shall not be held responsible for any financial losses incurred by the Tournament Organizer in hosting a sanctioned tournament.

**SSA Tournament Sanctioning Policies and Standards:**

**Administrative Policies:**

19. All tournaments within jurisdiction of the SSA must be sanctioned by the SSA.
20. SSA Staff and/or Board Members are provided free entry to any sanctioned tournament.
21. Entry into a sanctioned tournament in Saskatchewan is limited to teams that are properly affiliated with the SSA or other Provincial, State or National Association.



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22. All participating teams from within Saskatchewan must be registered members in good standing with an SSA Member Organization and/or the SSA.
23. All participating teams from outside of Saskatchewan must be registered and in good standing with their District, Provincial, State and/or National Soccer Association.
24. All participating teams from outside Saskatchewan must have a valid Travel Permit or other official written permission to participate from their Provincial, State and/or National Soccer Association.
25. The Tournament Organizer must submit copies of all Travel Permits for teams from outside Saskatchewan to the SSA prior to the start of the tournament. Failure to submit Travel Permits will result in disciplinary sanctions, as outlined under "Compliance".
26. All participants (players, team officials, referees, volunteers) from within Saskatchewan must be registered members in good standing with an SSA Member Organization and/or the SSA.
27. All participants (players, team officials, referees, volunteers) from outside of Saskatchewan must be registered and in good standing with their District, Provincial, State and/or National Soccer Association.
28. Any player wishing to participate as a "guest" or "permit" player (as defined and allowed under the tournament rules) must have written permission to participate from the Member Organization and/or Entity with whom s/he is registered.

**Administrative Standards:**

29. All sanctioned tournaments must be overseen by a Tournament Organizing Committee. The members of this committee must be declared as a part of the sanctioning application.
30. All sanctioned tournaments must observe the [SSA Discipline Policy](#) – Event Discipline Procedure with Sanctions for Misconduct as outlined section 5 of the [SSA Discipline Policy](#). Tournament Discipline must be overseen by a Tournament Discipline Committee. The members of the Discipline Committee must be declared as a part of the sanctioning application.
31. Sanctioned tournaments MUST meet the following administrative standards to receive sanctioning:
  - a. An Emergency Action Plan is in place and supported through adequate training.
  - b. A telephone is on-site at all fields and available for emergency calls
  - c. A minimum of one First Aid and CPR trained individual is present or minimally on call throughout the tournament.
  - d. Field Marshals are present at all fields and familiar with their role and responsibilities.



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- e. Adequate crowd control measures are in place, including the utilization of the SSA Spectator Misconduct Policy or a tournament-specific policy that meets these standards.
- f. A room is available for meetings, discipline hearings and any other matter that requires privacy.
- g. A Tournament Rulebook is provided to participating teams and contains the following, as a minimum:
  - i. Policy on refunds to participating teams if all, or a portion of, the tournament is cancelled by the Tournament Organizer for any reason.
  - ii. Policies and/or provisions ensuring that the behavior of teams, players, coaches, and spectators is appropriately controlled. These policies and provisions must be aligned to the SSA Code of Conduct and the SSA Discipline Policy.
  - iii. Tournament Discipline Policy that is aligned to the SSA Tournament Discipline Policy.
  - iv. Procedures for protests and appeals.

32. It is RECOMMENDED that sanctioned tournaments meet the following administrative standards in order to provide a successful tournament:

- a. Information packages are provided to participating teams and include information on accommodation, meals and playing facilities.
- b. An identified individual trained in First Aid and CPR on-site at every venue.
- c. Change rooms with showers.
- d. Game Results Board.
- e. Concession.
- f. Social events for participants.

#### **Technical Policies**

- 33. All tournaments must be played on outdoor fields or in indoor facilities with playing surfaces that meet SSA standards for safety.
- 34. Tournament play may not commence prior to 7:00am and must be complete by 10:30pm for youth teams (Under 19 and younger).



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35. Games kicking off between 7:00-8:00am are restricted to the involvement of teams that do not use a hotel. Generally that would be considered as those teams registered within the hosting or approving Member Organization or located within 100km.
36. Sanctioned tournaments are required to have a minimum amount of time between the end of a game and the commencement of the next game for every participating team. **The amount of rest time between games MUST be a minimum of four times the length of the game.** Regardless of game length, the minimum rest time between games can never be less than 120 minutes or 2 hours. The following table outlines the specific requirements for the most frequent game lengths; however, the Tournament Organizer is responsible for ensuring the required rest time is accurately calculated and adhered to when scheduling.

Length of Game	Minimum Rest Time Between Games (in minutes)	Minimum Rest Time Between Games (in hours)
2 x 30 minutes	240 minutes	4 hours
2 x 25 minutes	200 minutes	3.33 hours
2 x 20 minutes	160 minutes	2.67 hours
2 x 15 minutes	120 minutes	2 hours

### Technical Standards

37. Sanctioned tournaments **MUST** meet the following technical standards in order to receive sanctioning:

LTPD STAGE	FUNDAMENTALS		LEARNING TO TRAIN		ACTIVE FOR LIFE	
	U7/8	U9/10	U11/12	U13/14	U15 and older	
Age Group	U7/8	U9/10	U11/12	U13/14	U15 and older	
Playing Format (maximum number of players on the field)	4v4 (no GK) or 5v5 (with GK)	7v7 (including GK)	9v9 (including GK)	11v11 (including GK)	11v11 (including GK)	
Squad Size (Game day only)	Maximum 10	Ideal 9 / Maximum 12	Ideal 12 / Maximum 16	Ideal 16 / Maximum 18	Ideal 16 / Maximum 18	
Field Width	4v4 (no GK) – 20 to 25m 5v5 (with GK) – 25 to 30m	30 to 36m	42 to 55m	45 to 90m	45 to 90m	
Field Length	30 to 36m	40 to 55m	60 to 75m	90 to 120m	90 to 120m	
Goal Size (maximum)	5ft (1.52m) x 8ft (2.44m) Smaller goals should be used if playing without GK	6ft (1.83m) x 18ft (5.49m)	7ft (2.13m) x 21ft (6.40m)	8ft (2.44m) x 24ft (7.32m)	8ft (2.44m) x 24ft (7.32m)	
Ball Size	3 or 4	4	4	5	5	
Maximum Playing Game Time Per Day	60 minutes	80 minutes	100 minutes	120 minutes	120 minutes	
Recommended Game Duration for Tournaments with multiple games per day	2 x 15 minutes	2 x 20 minutes	2 x 25 minutes	2 x 30 minutes	2 x 30 minutes	
Maximum Game Duration	2 x 15 minutes	2 x 25 minutes	2 x 30 minutes	2 x 40 minutes	2 x 45 minutes	

Beginning in 2019, the Saskatchewan Coaching Standards outlined [here](#) are required of all participating teams under the jurisdiction of the SSA in order to receive sanctioning.



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38. Additional explanations pertaining to the required technical standards are as follows:

Playing Format = the maximum number of players on the field. Tournaments may utilize a playing format that involves fewer players on the field and adapt the squad size, field width and length and goal size accordingly; however the maximum number of players on the field cannot be exceeded for any age group. Age groups format must adhere to the LTPD requirements (no standings/playoffs results based approach U7-U9 etc)

Squad Size = the maximum number of players participating in any given game. The squad size may exceed the maximum for training and the participating players can change between games and/or competitions; however cannot exceed the maximum in any given game. The squad size standards are developed within the LTPD and are designed to encourage active participation from all players in game situations.

Field Width and Length = the range of acceptable field sizes for each LTPD Stage and Age Group based on the playing format. Tournaments may adapt the playing format to involve fewer players on the field within each age group and adapt the field size accordingly; however, the maximum field width and length cannot be exceeded for any age group.

Goal Size = the maximum goal size permitted based on the playing format. Tournaments may adapt the playing format to involve fewer players on the field within each age group and adapt the goal size accordingly; however, the maximum goal size cannot be exceeded for any age group.

Ball Size = at the Under 8 age group, tournaments may utilize either a size 3 or size 4 ball. All other age groups must utilize the size of ball outlined in the technical standards.

Maximum Playing Game Time per Day = the maximum amount of time that a team can be on-field in any given day, regardless of the number of games in which they will participate. Tournaments with multiple games per day must adjust the length of these games to fit within these standards.

Recommended Game Duration for Tournaments with Multiple Games per Day = tied to the maximum amount of playing game time per day, these are the recommended game durations for situations where teams are required to play multiple games in a single day.

Maximum Game Duration = the maximum length of regulation play for any game.

39. It is MANDATORY that all referees officiating in an SSA sanctioned tournament be certified through a CSA accredited refereeing course.



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## Compliance

Tournament Organizers that fail to meet the deadlines, follow the processes, comply with the policies and/or meet the required standards contained within the SSA Tournament Sanctioning Policy will be subject to disciplinary sanctions, according to the following table:

Infraction	Fine
Promotion of an unsanctioned tournament without SSA permission	\$250.00
Failure to submit a copy of the schedule 10 days before the start of the tournament	\$250.00
Posting or distribution of a tournament schedule prior to SSA approval	\$250.00
Failure to submit travel permits for all out of province teams before the start of the tournament.	\$250.00
Failure to submit travel permits for all out of province teams within 10 business days of the conclusion of the tournament.	\$1000.00 per team
Failure to adhere to an Administrative or a Technical Policy or to meet a required Administrative or Technical Standard	Up to \$5,000.00 and/or possible suspension of tournament
Failure to submit the Tournament Follow up Report and Financial Statement within 20 business days of the conclusion of the tournament	\$250.00
Failure to submit rosters and/or game sheets if requested	\$250.00

Any fine for failure to comply with the SSA Tournament Sanctioning Policy will be invoiced to the Tournament Organizer following submission of the final report and must be paid before December 31<sup>st</sup> of the year in which the tournament took place. Failure to pay fines in a timely manner may result in the loss of sanctioning for future tournaments.



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