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**Welcome Aboard for our 2022 Outdoor Season**

**U13 – U19**

We look forward to working with you and your teams!

If you’re a new coach/co-coach/assistant/manager/volunteer, you probably have a ton of questions. Some of them will be answered with the info below, and the rest? Please make a list and e-mail your staff member and we will get you the answers you need.

If you’re an ‘old hat’ at this – thanks so much for stepping up to help again – glad to have you back and we’ll try to keep this as brief as possible while still providing everything needed for the season.

**TIMELINE:**

**April 22** – Contact your team by this date to let them know that they are on your team & Let your team know (via email) schedules are posted on line

**April 25 Week –Program Starts (Weather and Field Dependent) – Practices the first week. Games start week of May 2nd**

**ROSTER – WHO’S ON YOUR TEAM?**

You as a parent and a coach should receive an e-mail from Ramp indicating that you have been placed on a team. As a Coach you will receive an e-mail from Martin that gives you access to Ramp with the team list and the contact information for your team. Please check it carefully. Our Staff have been working tirelessly for the past two weeks to match up pairing requests, trying to make teams even and ensuring each team has a coach & assistant if possible. Through all of this our Staff had to beg, plead and guilt people into coaching to ensure each team had a coach to start the season as there were not enough coaches to go around. (That’s not always the easiest, so a double thanks to you for helping. We don’t like turning kids away)

**CONTACT YOUR TEAM BY Friday April 22 AT THE LATEST**

Make sure you introduce yourself and your co-coaches, as well as if they have any questions that you may be able to answer. You can send an e-mail. In your e-mail you should include the following:

1. Your name and that you’re the coach
2. Have them respond back to you to make sure they received the e-mail
3. Meeting time and where to meet the first day to hand out uniforms
4. Parent meeting time
5. Tell them the schedule will be online by Friday April 22 and that the season will start the week of the 25th for U5 and older.
6. Players will receive a jersey, shorts and socks. Players will need to have their owe soccer cleats or running shoes and shin pads. Players do not bring their own ball we supply the balls for this age group

**TYPICAL TEAM STRUCTURE**

Role of each should be described and defined to provide clarity when issues arise and communication channels must be clear

1. Head Coach
2. Assistant Coach(s)
3. Parent Volunteer Positions
   * Manager
   * Bench Parent(s)
     + A team official of the gender of the players must be present at all games and practices.

**TEAM INFORMATION SHEET**

All community Teams must fill this out and must be handed in by the **May 15th**. EMSA teams must have this in by April 25th. This sheet must include all your coaches and staff as this is the way the SPDSA knows if criminal record checks are completed and up to date team contacts are entered into our system. This will also allow us to have the correct people on your ASA Roster (U11 and above). This form must be handed in by the above date for the team/head coach to be eligible for the $100 credit.

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**CRC COMPLETION**

**ALL** team officials are required to have a CRC (police check) done every 3 years. If you are in need of updating your CRC or you are a first-time coach in need of obtaining one, we will have “Letters of Introduction” for the RCMP on hand. If you are representing your team you will be able to pick up these letters for those coaches needing them. These CRC’s must include a **Vulnerable Sector Search. If you have completed a CRC check with another organization within the last 3 years including the vulnerable sector search, you may submit a copy to our office, and we will inform you if this meets our requirements. All team officials MUST have this completed prior to the first league game or will not allowed to be on the bench until we have the CRC results.**

**The only people allowed on the field are the staff listed on the Team Information Sheet**

**Please Note that Parents vs kids’ games are not allowed, as per Alberta Soccer and their insurance policy. Only adults listed on the team information sheet are allowed to be on the field with the players**

**Coaches Ramp Registration**

All coaches and bench parents that are listed on the Team information sheet must register in ramp. Please go to and have your coaching staff go to this link to register. This is the same link that you used to register your child

<https://www.rampregistrations.com/login?v3=d2658868b1>

**Player and Coaches Cards**

**Players Card –** All players must show a player’s card at the beginning of the game to the official. This year these cards will be digital. So its very important to let your parents know that their child’s picture must be up to date with no hat or mask on their ramp registration. Coaches will download the cards and can show the officials the cards from their phone or have them printed out.

**Coaches Card – Grace Period until May 15th**. EMSA teams do not have a grace period. Must have card prior to first game. Coaches cards must be a hard copy. Once you have registered in Ramp and need a card (New card or your other card was expired), please e-mail [officed@spdsa.net](mailto:officed@spdsa.net) to get a card. All people on the team information sheet must have a card if they are on the bench. To get a card you must have an updated CRC (within the last three years).

Clarification of the procedure for Bench attendants this Outdoor Season. Once you have filled out your Team information sheet, we will be adding all these individuals into the EMSA portal not including the Bench attendants, This means that the Bench Attendants will not be part of your official roster. Your allowed up to 6 Team officials and/or Bench attendants!

**Game Sheets procedure for Bench attendants**

You are only allowed four team officials per game. Thus anyone on your team information sheet that you provided us are team officials (Including bench attendants). **Your bench attendant is not on the EMSA roster thus will be placed in the team bench attendant line if you use a bench attendant. The bench attendant must have a criminal record check handed into SPDSA, but will not receive a card. They just need to show their ID at the game to be allowed on the bench**

**Respect in Sport**

The SPDSA has just recently been awarded the highest amateur youth club designation the Canada Soccer Association National Club Youth License .

With this, Canada Soccer has instructed that all head coaches **MUST** have the Respect in Sport Certification which is an online course. If you have already taken the coach version with another organization within the past 5 years you may send us a copy of the certificate. If not, and Amanda has not provided you with this info, please send an email to our office with what team you are coaching/assisting, and we will send you the link for the RIS program with instructions attached

**\*\*\*** The RIS is for Head Coachesonly\*\*\*

**GAMES/Sessions**

SPDSA games will have a 1.5 hour time slot and EMSA teams 2 hour time slot. SPDSA will only schedule games for teams. It is the responsibility of coaches to book practices if they wish.

**Games**

U13 – two 40 minute halves

U15 – U19 – Two 45 minute halves

**Game Sheets (U11 – U19)**

**SPDSA League games –** Game sheet procedure will be sent out by the end of the week. Game Sheets will be though the ramp program and should be pre filled for your convenience

**EMSA League Games please go to this link for your information-** <https://emsamain.com/seasoninfo/outdoorseason/team-official-resources/>

**Trialist Players**

**SPDSA League**

A team may utilize properly registered SPDSA players from the next lower age group if the team is short players. U13-U19 teams may only use trialists to bring their roster up to a maximum of fifteen (15) players. An exception can be made if the trialist required is a goalkeeper.

SPDSA Youth Tier IV teams cannot use as trialists any player participating in a Tier I, II or III league, regardless of age. The player must have their valid SPDSA player card to participate in the game. The coach must submit the online trialist form on the SPDSA website, and clearly mark on the game sheet that the player is a trialist.

**Trialist Limits**

A SPDSA youth team, U9-U19, playing in the Indoor and Outdoor Season shall not have more than four (4) players on the game sheet who are listed as trialists.

A player may only play a total of five (5) league games at a higher division, age group or Tier during the season.

**EMSA Teams, Please follow the EMSA rules with one addition you need to fill out the online form**

**PROVINCIALS & City Finals**

U13 – U19: The SPDSA may send a team to the Tier 4 age group Provincials which is tentatively set for the July 8-10 weekend. Please see the SPDSA Provincial Policy and Procedure document SPDSA will be e-mailing out a declaration e-mail, teams must reply to this e-mail even if they are not interested in attending provincials.

**U13 – U15 Girls**

The Top Sherwood Park team in the division will attend provincials on behalf of the SPDSA.

**U15 Boys, U17 Boys/Girls, and U19 Girls**

**Declaring for City Finals**

SPDSA teams will not declare for City Finals as it falls on the same weekend as Rural Tier 4 provincials.

**Declaring for Rural Tier 4 provincials**

The top SPDSA team in League standings (Regular Season) shall attend provincials. All Regular league games count, including games against out of district competition. If teams are in different tiers in the Final Round of seeding, the teams in the highest tier in the final round are the only teams eligible, and the top SPDSA team in that tier will represent the SPDSA.

**SPDSA Website Schedule and Standings**

The default for the website page for schedules and standings is all game types, this will show all games for your team and standings resulting from those games whether its an exhibition game or regular season game. This allows parents to access the schedule for all games in one place. For a person to see what games are regular season and exhibition (If there are any) select the game type you want to see from the selection under game types.

For standings this becomes important for medals and provincial birth, the standings that the SPDSA uses for these placements are Regular Season games, thus select Regular Season games in the Game type drop down menu to see your actual standings for league play. Exhibition games are provided to give everyone games but it doesn’t provide a fair and balanced schedule were everyone plays each other the same amount of times, this is where the regular season games come in.

**TOURNAMENTS**

Information on sanctioned tournaments in Alberta can be found at –

<http://albertasoccer.com/events/>

Any team that is entering a tournament must fill out the team event form that can be found under Coach – Coach/Manager Forms – Team/Event Request. Tournaments require signed ASA rosters please contact Amanda trach regarding this: a.trach@spdsa.net.

**Travel Policy**

If your team is traveling to an out of town tournament, you must first get approval from the SPDSA to travel. Information can be found on the website

**Field Rescheduling**

Sessions will be rescheduled for field closures or if the SPDSA cancels a session. Rescheduling will be in accordance to the SPDSA rescheduling policy, every effort will be made to reschedule games. Games will reschedule on a different day (mainly weekends) than their regular game day.

Field closures can be found at this link. It’s a good habit to look at this link before every game as the county seems to close fields when we as an association don’t think the field should be closed.

<https://www.strathcona.ca/recreation-events/parks-and-trails/parks-trails-sports-venues/sports-field-status/>

**Uniforms**

Each team will be receiving one set of Uniforms (Shirts, shorts, socks) that they get to keep at the end of the year. These must be worn at all games

**Equipment**

**U13 – U19** – Teams will receive a ball bag, net and flags. Please arrive early to the games to set up the net. Each team is responsible to set up one net and put out three corner flags. For SPDSA League games keep the net up and just take the net from the next team that is arriving.

**Medals**

Players receive Gold/Silver and Bronze medals and these will be awarded once the season concludes.

**COACHING RESOURCES & FUNDAMENTALS**

Please refer to your SPDSA age specific sessional plans provided to you by the Community Director for U13 – U19 that will be sent to you at the beginning of the season.

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**Communication Procedure**

As a coach your first point of contact for league information should be Dhee Govender, if they can’t answer the question then they will forward the message onto the staff that is responsible.

**SPONSORSHIPS**

Your team will already have a sponsor that will be printed on the front of their jerseys. If your team is offered a sponsorship, before accepting, please contact Dean Mastrangelo – [d.mastrangelo@spdsa.net](mailto:d.mastrangelo@spdsa.net) or (780) 449-1343

**Team Photo’s**

Icon is the official photographer of the SPDSA. Once the teams have been formed Icon will set a schedule to get their photos taken. These photos are not included within the fees and are an option for the parents to purchase. Icon will directly send e-mails to coaches letting them know their scheduled time. Coaches can change the time if it does not suit their team. Coaches need to relay the schedule time to their parents. All team must get a photo taken as the SPDSA needs a team phot to send to their sponsors.

**PLAYER/PARENT MEETING**

1. [Coach] Introductions. Who you are? Why they are coaching? What experience you have?
2. [Coach] Outline your philosophy and expectations to both players and parents.
   1. Attitude.
   2. Practice expectations.
   3. Pre-game, game time and post-game expectations.
3. Each player/parent introduces themselves
4. Assistant coach(s) takes players to play practice game(s). SPDSA supplied drills.
5. [Coach] Outline of team structure and request for volunteers to fill positions.
6. [Coach] Outline communication strategies you plan to use for all team communications.
7. [Coach] Provide practice and game schedule if available.
8. [Coach] Distribute uniforms if available. (Record player numbers).
9. [Coach/players] Choose team name (community only).

**COVID-19**

As the SPDSA continues to work through the COVID-19 pandemic, we want to ensure all members that we are taking every precaution in keeping our players, volunteers and parents safe.    We have uploaded several "Return to Play Documents" that we would like to encourage all our members to be familiar with.    You can access these documents at the following link:

<http://www.spdsa.net/content/COVID-19-Updates-amp-Protocols>

Please continue to check the website for updates to the COVID protocols if any.

**Contacts**

**SPDSA Staff – 780-449-1343 or by e-mail**

Martin Dugas – Executive Director – [m.dugas@spdsa.net](mailto:m.dugas@spdsa.net)

Sport and Facility Coordinator – Dean Mastrangelo - [d.mastrangelo@spdsa.net](mailto:d.mastrangelo@spdsa.net)

Registrar – Amanda Trach – [a.trach@spdsa.net](mailto:a.trach@spdsa.net)

Admin Support/Equipment & Ref Coordinator – Martin Zoeller – [m.zoeller@spdsa.net](mailto:m.zoeller@spdsa.net)

**Technical Contacts**

SPDSA Technical Director: Shaun Lowther: [s.lowther@spdsa.net](mailto:s.lowther@spdsa.net)

Community Director: Dhee Govender: [d.govender@spdsa.net](mailto:d.govender@spdsa.net)

Female Director: Payton Ross: [p.ross@spdsa.net](mailto:p.ross@spdsa.net)

U4 – U7 Technical - Richard Espinoza:  [r.espinoza@spdsa.net](mailto:r.espinoza@spdsa.net)