****

**Welcome Aboard for our 2022 Outdoor Season**

**U4 – U7**

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

**May 7** – **U4 Program Starts**

**April 25 – U5/U6/U7 Program Starts (Weather and Field Dependent)**

**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 and May 7 for U4
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. The bench parent for U4 – U7 on the bench and takes any kids to the washroom when the need arises. During the games each team must have at least one person of the same gender on the bench as the team. For U4 – U7 Coed Teams you will need at least one person of each gender on the bench, these positions can be taken up by the coach and assistant coaches as well.

**TEAM INFORMATION SHEET**

All community Teams must fill this out and must be handed in by the **May 15th**. 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.

.

**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>

**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**

**U4** Field time is **45 MINTUES**. All Seasons take place at St Theresa School. Sessions take place Saturday Mornings.

**U5 – U6** Field time is **55 MINTUES**. All Games take place at St Theresa School. You start at your regular time and the final 5 minutes of your schedule time is the transition time (For example schedule time is 5:30pm – 6:30pm, Practice and game takes place from 5:30pm – 6:25pm, 6:25pm – 6:30pm is the transition time (leave the field set up for the teams after you, if no one shows up please clean up and put the equipment away) Players per game (1 keeper, 4 players out).

**U7** Field time is **55 MINTUES**. All Games take place at Mills Haven School. You start at your regular time and the final 5 minutes of your schedule time is the transition time (For example schedule time is 5:30pm – 6:30pm, Practice and game takes place from 5:30pm – 6:25pm, 6:25pm – 6:30pm is the transition time (leave the field set up for the teams after you, if no one shows up please clean up and put the equipment away) Players per game (1 keeper, 4 players out).

**U4 – U7 Jamboree/Festival** will take place June 18th and 19th at St Theresa School

As per the SPDSA policy which is following the Long-term player development model put forward by the Canadian Soccer Association, stats for the U4-U7 divisions will not be recorded; scores will not be kept during the games and not posted online. With standings not being recorded, Gold, Silver and Bronze medals will not be awarded thus being replaced with participation medals for all players that will be awarded during the Jamboree June 18th and 19th.

**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**

**U4 – U7** - All Equipment for this age group will be stored in the container at the fields. The coaches will receive the combination for the containers once the containers are set up. Please make sure when putting away the equipment that each bag has the required equipment. The tag on the bag will have what is in the bag.

**Medals**

Players at this age get a participation medal. This will be handed out at the Jamboree June 18th and 19th

**COACHING RESOURCES & FUNDAMENTALS**

Please refer to your SPDSA age specific sessional plans provided to you by the Community Director for U4/U5/U6/U7 that will be sent to you at the beginning of the season.

.

**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.

For U4 – U7 any Technical information, your first point of contact is the technical lead for your age group (Richard Espinoza).

**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 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

Sport and Facility Coordinator – Dean Mastrangelo - d.mastrangelo@spdsa.net

Registrar – Amanda Trach – a.trach@spdsa.net

Admin Support/Equipment & Ref Coordinator – Martin Zoeller – m.zoeller@spdsa.net

**Technical Contacts**

SPDSA Technical Director: Shaun Lowther: s.lowther@spdsa.net

Community Director: Dhee Govender: d.govender@spdsa.net

 Female Director: Payton Ross: p.ross@spdsa.net

U4 – U7 Technical - Richard Espinoza:  r.espinoza@spdsa.net