



# LONG ISLAND JUNIOR SOCCER LEAGUE

## FALL 2020 – COACH GUIDELINES & RESPONSIBILITIES

### ➤ BEFORE The Season Begins

- Each HEAD Coach (or Team Manager) must check that they can log into the [LIJSL Games Scoring System](#)
- Username: Pass ID Password: NEW Coaches = soccer (all lower case)
- If you have issues logging in, please call the office 631-648-9020 or email [info@lijsoccer.com](mailto:info@lijsoccer.com)
- Check your contact information to be sure that it is correct. If not correct, please advise your club registrar to communicate this to the league.
- You can access your schedule, list of team contacts for your division, and print this information as well
- You can also see contact info for Games Committee (Division Supervisor, Age Group Coordinator)
- At the earliest opportunity, please contact your Division Supervisor and provide them with an alternate phone # (cell phone) or contact (Assistant Coach if the Head Coach/Manager is unreachable).
- It is also suggested that you set up 'LIJSL' as a contact with League Office, Division Supervisor, Age Group Coordinator, Referees Office.

### ➤ RESPONSIBILITY of HOME & VISITING COACHES

#### • Communication Prior To The Match

**VISITING team coach contacts Home coach**, the week of the match to confirm location (and directions as needed), time and uniform colors.

It is the **HOME coaches' responsibility** at that time to **communicate any specific COVID protocols required by that facility owner/operator**. This may include use of specific parking areas, facility entrance and/or exit to use, limitation of spectators\* (outside of LIJSL/ENYYSA and NY State protocols), etc. It is the **VISTING team's responsibility to acknowledge and abide by these protocols**.

**\*Recommended one (1) spectator permitted for each player with a Maximum of two (2) spectators per player in accordance with [Reopening New York State Sports and Recreation](#) mandatory physical distancing requirements**

#### • REFEREE NOTIFICATION

Home Coaches should be contacted by the assigned Referee by Thursday night of the week of their game.

HOME team coach responsible to review, advise referee of specific facility protocols (IF 3-referee system, CR has responsibility to communicate with AR's)

Exchange cell phone #'s with the referee, in case of inclement weather and the field is closed, or your opponent notified you they are forfeiting the game, **YOU MUST** call the referee in either case a minimum of two (2) hours before the game.

**If you have not heard from the Referee by the Friday before the game date**, you must call the Referee Office (631) 648-8877 Friday after 12 noon to 10pm, and on Saturday and Sunday 7 AM to 11 AM.

Please have your Game ID # available. If you leave a message please leave your name, contact phone number and the game ID number that is all the information you need to leave, they will get back to you.

- **At The Playing Field**

Please have your team at the field 30 minutes prior to game time, FOLLOW ALL Facility protocols.

If there is a match in progress on the field, teams should NOT enter playing field area or take a position on the touchlines (soccer sidelines) until AFTER the prior match is completed AND the teams, players, coaches and spectators have left.

**HOME team determines selection of touchlines**, coaches discuss & confirm at field before the prior match concludes

In accordance with [LIJSL Fall '20 protocols](#), **Teams will take positions on opposite touchlines**

Before the game starts it is advisable that the two Coaches and Referee discuss specific match rules (LIJSL, LI Cup, or ENY State Cup) as each one has slightly different rules. It would be best to bring a copy of the pertinent Rule Book to the game.

Home team coach is responsible to have a playing field ready to kick off for the time on your game schedule and for the proper field lining, placement and securing of goals, corner flags and field condition and appropriate age group field size. If for any reason the playing field is not ready at kick off time, after 15 minutes the home team will get a forfeit.

Both coaches must bring 2 completed rosters with players information as well as their player and adult supervisor passes (laminated and/or digital), follow [Fall '20 REMAIN To Play](#) league protocols for check-in process.

Note all players must wear shin guards and be in proper uniform, if not the referee may disallow such player from participating in the game.

NO Coin Toss - VISITING team will choose the ball (kick off) or the goal to attack to begin the match

- **REFEREE FEES**

Each team is to provide their share of the referee(s) fee(s) prior to the start of the match (at check-in).

Fees should be in either a sealed envelope(s) or a clear resealable bag(s), for each referee.

Click here for [LIJSL Fall '20 Referee Fees](#)

- **REFEREE NO-SHOW**

**U9 through U12** - if the assigned Referee fails to appear for a U9 to U12 game LIJSL rules state the game must be played\*. Both coaches must agree on a volunteer substitute Referee, or a double forfeit will be declared. The Volunteer Referee must complete the entire game. Games officiated by a Volunteer Referee cannot be protested. The Volunteer Referee is not paid. The home team when entering their score, should click on the little referee icon next to their team and check there was no referee for the game.

*\*If teams can't find volunteer comfortable to officiate the match, due to LIJSL Fall '20 related protocols, match may be postponed, rescheduled as per league guidelines.*

**U13 through U19** In the U13 through U19 age groups, if the Referee fails to appear the game MUST be rescheduled, **no exceptions**

- **FIELD CHANGE ONLY WHEN DATE AND GAME TIME REMAIN THE SAME**

The home team Coach must assign a person to stay at the original game location and redirect everyone from the opposing team to the new location. That person must stay until the game starts. If not, and we receive a complaint that an away team member was lost going to the new location, then the home team may be charged with a forfeit.

- **During The Match**

- All players, coaches and spectators should maintain appropriate social distancing. This is the responsibility of the respective coaches.
- All participants; players, coaches, spectators and referees are recommended to wear new or clean PPE upon arrival, departure and when not physically active for any match.
- This includes all coaches when not actively instructing and not a minimum of 6-feet physical distance from any other coach, player or referee

- **Following The Game**

The Home Team's Coach should enter the scores by 6 p.m. on the day of the game unless it is an evening game. Both coaches, as well as Games Committee members, will receive a confirmation email each weekend to confirm the score for that game. If the score is not entered, the Home team could be assessed a fine.

All forfeits must be called into your Division Supervisor, who will then enter the forfeit into the system, after **concurrence with the Coordinator**. If a Coach has a problem entering his score, he/she may call the score into their Supervisor who can input it for them.

Again, please contact the League office for help for accessing the scoring system if you are unable to get in.

After the conclusion of the game each coach must submit an online evaluation of the referee's performance. Click on the referee icon next to your team on the LIJSL website where the scores are entered.

If a referee fails to appear check the box "Referee Absent".

➤ **COMMUNICATION WITH LEAGUE GAMES COMMITTEE, 'CHAIN OF COMMAND'**

When a Coach seeks a resolution from the Games Committee of a game issue, the coach who is contacting the Games Committee should always have; Game ID number, and the opposing coach's info.

The initial contact should be made to the Supervisor. If Supervisor is unavailable, then follow the *chain of command* below in the subsequent call/emails.

**If you contact the league office with a Games related matter, you will only be directed to contact your Division Supervisor or Age Group Coordinator, who is best able to assist with these questions.**

- Club Officials, Coaches, Team Administrators/Managers must first contact the Division Supervisor
- The Division Supervisor communicates with the Age Group Coordinator, as required.
- The Coordinator communicates with the Saturday or Sunday Boys or Girls Director, as required.
- The Saturday or Sunday Boys or Girls Director communicates with the Boys or Girls Chairperson
- The Boys or Girls Chairperson communicates with the Games Chairperson.
- The Games Chairperson communicates with the League Office as necessary
- All games related issues contact must be with a games committee member by telephone (do not leave a voice mail), Emails will not be accepted. (a follow up email should be sent to confirm your conversation with the games committee member).
- If a coach cannot speak with the supervisor, the coach must follow the Chain of Command seeking to speak with the next person in the Chain of Command until contact is made with a live person.
- If necessary, contact may be made with a member of the games committee of the other gender.

## Games Committee & League Contact Information

Games Committee Contact	Name	Contact
Div. Supervisor (Primary)	Listed online in League Games Scoring System	
Age Group Coordinator	Listed online in League Games Scoring System	
<b>GIRLS AGE GROUPS</b>		
Girls Saturday Director	Dolores Jose	516-742-7798
Girls Sunday Director	Jeff Nagel	516-807-5112
Girls Chairman	Peter Mortensen	516-322-0532
<b>BOYS AGE GROUPS</b>		
Boys Saturday Director	Peter Mura	201-286-3940
Boys Sunday Director	Tim Stalker	631-836-2875
Boys Chairman	Peter Mura	201-286-3940
<b>BOYS AND GIRLS</b>		
Games Chairman	Kosta Siskidis	631-224-5900
<b>OTHER NUMBERS</b>		
LIJSL Office	Mon.-Fri 9-4	631-648-9020 Fax 631-648-9025
<b>Referees Office</b>	<b>Friday, 12 pm – 10 pm</b>	<b>631-648-8877 Fax 631-648-8875</b>
	<b>Saturday &amp; Sunday 7am – 11am</b>	

### ➤ INCLEMENT WEATHER POSTPONEMENTS (Rule 5, Part 10)

On days with questionable weather or field conditions, the Supervisor (or above in the Chain of Command) can only accept game postponements from the Home Coach. The Division Supervisor must be notified of this up to 2 hours BEFORE GAME TIME. Note: if the game is not postponed prior to 2 hours of the scheduled game, BOTH TEAMS MUST APPEAR ON THE FIELD and only the Referee can decide the status of the game.

If a Club closes the fields for any reason (inclement weather, loss of use, etc.) the Club/coach must notify the Division Supervisor (or above in the Chain of Command) as soon as possible. If the postponement was accepted and it is later discovered at any time that the field was artificial turf (especially if the game before and after was played), then the home team may be charged with a forfeit.

If a team calls the Division Supervisor to cancel a game with approved time notice, the home Coach must give him the game number, and the opposing coach's phone number so that the supervisor can verify with them of the game cancellation. No game should be postponed without notification to the Supervisor (or above in the Chain of Command). This can result in a double forfeit. **(Rule 5, Part 13)** After notifying the opposing coach and division supervisor you must call the assigned referee to cancel the game all no less than 2 hours before than kick off.

### ➤ GAME PRIORITY

Eastern New York State Cup, LI Cup, LIJSL league games: this is the order of priority for game postponement and rescheduling. The Coach must call the division supervisor as soon as the Coach has knowledge of any game conflict due to the Coach's team's continuation in the ENY State or LI Cup. A Coach who has an ENY State Cup or LI Cup conflict must cancel the Coach's league game within 96 hours after the completion of the Coach's last round of ENY State Cup or LI Cup game with the consent of League Division Supervisor, if the above procedure is not followed, the Coach may be charged with a league game forfeit. **No one can postpone the game without the approval of the Games Committee.**

### ➤ GAME CONFLICT POSTPONEMENTS

The only time a team may postpone a game for an ENY State Cup Game is if they are playing away off Long Island or have a semi-final game that are all scheduled on Saturday with a rain date of Sunday. If they are the home team or they are playing another LIJSL team, they cannot reschedule a league game, the ENY State Cup Game must be played on your off day. The affected coach must notify the ENY State Cup Game

immediately if an ENY State Cup game conflicts with a scheduled League game. Avoid scheduling a league make-up game on ENY State Cup or LI Cup weekend. Notification of Cup conflicts must be made to the Division Supervisor, Coordinator, and any other team that will be impacted. We will only honor changes for the ENY State Cup Games. A COACH MUST CANCEL THEIR LEAGUE GAME WITHIN 96 HOURS AFTER THE COMPLETION OF THEIR LAST ROUND STATE CUP GAME, IF NOT THEY MAY BE CHARGED WITH A LEAGUE GAME FORFEIT.

**NO GAME POSTPONEMENT WILL BE ALLOWED IF IT'S NOT APPROVED BY THE GAMES COMMITTEE (NO TWO COACHES CAN DECIDE TO A POSTPONEMENT A GAME AMONG THEM SELF)**

The coach that wants to postpone a game must do it immediately there is no need to concur with the opposing team, this delay the postponement lots of time comes too close to be not be excepted as a postponement, when that happens puts lots of unnecessary precure to the games committed and all involved.

- **GAME CHANGE REQUESTS** (President agreed postponements (2 games) 16 (15+1) days and following Week #4 of league playing calendar to 1 game.

Teams will be allowed up to a maximum of 2 game changes, and following Week #4 of league playing calendar to 1 game (NOT an additional game change request), **only with the written approval from their Club President**. There must also be a valid reason for the request to postpone the game.

The coach must notify their Division Supervisor with a phone call 16 (15+1) days in advance of the original game date, so the change is entered into the scoring system 16 (15+1) days in advance. When calling the Supervisor, the coach requesting the change must email both their Club President's approval of the request to postpone the game and valid reason for the request to postpone the game.

A game postponement must be in righting in a stand-alone email and in the subject line saying **Game Change Request** (no email chains will be accepted). If you are postponing a game exactly in 15+1 day you must contact the games committee member by phone and make sure your postponement is received by a member of the games committee. You can call anyone in the games committee in the list is provided above regardless if it's boys or girls game. You will start with your supervisor, coordinator and then any one above the coordinator. After that you must follow it with an email as it's mentioned above. Games committee will postpone the game but if doesn't receive your email accompanying with club's president's approval and valid reason for the request to postpone the game in a reasonable time then the postponed game will be nullified. If you do not receive an email from the system indicating your game is postponed then you must call and find out what happen do not leave it until the game date then will be too late and you must play the game or forfeit the game. (Remember this is your responsibility not the games committee's).

If the postponement request is last, then 15+1 day you must contact the appropriate day director. If the postponement is approved a \$25 assessed to that team/club. The League's Managing Director and/or Office Staff may waive said fee based upon request of club president/registrar.

➤ **RESCHEDULING GAMES PROCESS**

**Step 1**

**Home Team Requests:** If the team postponing the game is the home team, the Supervisor needs to remind the home Coach that they have seven (7) days to submit two dates and preferably a third one to reschedule the game. Consider weekdays as farther into the season it gets dark later or if you have a field with lights

**Away Team Requests:** If the away team Coach is requesting a game change, the Supervisor must call the home team Coach to inform them that they have (7) days to submit two dates and preferably a third one for possible make-ups.

If the game is not rescheduled in 7 days and entered in the system a warning notice will be send to both coaches notifying that they in jeopardy of a double forfeit.

## **Step 2**

When the home Coach gives the Division Supervisor the new dates, time and field, make sure includes the Field Scheduler's email indicating agreement & availability for those dates and time. **Then the supervisor and/or coordinator gives the dates to away team the away team has two days to select one of the two or three dates. If that is not happen the coordinator selects one of the two or three dates and enter it to scoring system and that is final.**

If the home team coach does not provide the Division Supervisor and away team coach with alternate game dates within the required time frame, then the Division Supervisor must confer with the Coordinator prior to issuing a forfeit to the home team.

This Process should not take no more than 9 day in total, supervisor/coordinator must follow these guidelines to the letter, this will eliminate lots of issues that will arise if they do not follow these guidelines.

The coach that wants to postpone a game must do it immediately there is no need to concur with the opposing team, this delay the postponement lots of time comes too close to be not be excepted as a postponement, when that happens puts lots of unnecessary precure to the games committed and all involved.

The Supervisor must also verify that the rescheduled game is not the sole game in the middle of the day. If it is then, it must be questioned and rescheduled to an acceptable time.

## **Step 3**

The Supervisor notifies the Division Coordinator of the agreed reschedule including the game ID, date, time and field name/number and verification from the home team's field scheduler approving the change.

## **Step 4**

The Division Coordinator then enters the changes into the scoring system of the agreed upon rescheduled game date. The Coaches and the Games Committee members should receive an email from the scoring system of game changes. If the coach doesn't receive an email from the system@lijslsoccer.com within 48 hours of the rescheduling by the coordinator, the coach must call the Supervisor immediately and make sure the change gets put in the system. Do not wait until the last minute to check if the change was made.

The above procedure applies to all postponed, rescheduled games.

# ***Have a Great Season!***

# **#LIJSLBetterTogether**