

**SOCCER ORGANIZATION CHARLOTTEVILLE ALBEMARLE**

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Adult League

# Captain's Handbook

ADULT LEAGUE

# Captain's Handbook

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SOCA - Revised **3/2/2016**

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# Soccer Organization

## Charlottesville Albemarle

The Soccer Organization of Charlottesville-Albemarle (SOCA) is a non-profit organization offering a wide variety of year-round recreational soccer programs for those living in Charlottesville, Albemarle, and surrounding counties. Largely a volunteer-run organization, SOCA staffs a professionally managed office open five days a week.

SOCA provides all youth and adults superior, comprehensive soccer programming emphasizing player development, enjoyment and citizenship. SOCA is dedicated to serving the local, regional, and national soccer communities. The club aims to be a locally-cherished, regionally-preeminent and nationally-respected soccer community through club building, innovative programming and premier facilities.

SOCA's policies and procedures are steered by a volunteer Board of Directors. The Board of Directors provide the organization with the guidance and experience that assures SOCA's programs are continually improving and growing while satisfying the needs our participants. The Adult Program is represented on the Board by a Director of Adult Programs.

### About the Adult Program

On average, over 1200 adults participate in SOCA's adult program annually. SOCA offers four seasons of adult play. The Fall and Spring seasons are the largest soccer seasons with smaller programs offered in the Winter (indoor play, 5v5 format) and the Summer (smaller fields, 8v8 format).



Registration in any of the adult seasons is done individually by each player. Players register directly to teams each season. Fees vary based on the program in which the team is registered. Individuals wishing to play but without a team, may register directly to a team of other independent players. If enough new players join, a new team will be established. If too few new players join for a complete team, the players will be offered spots on established teams seeking new players or refunded their fee if no team can be found.

The SOCA staff organizes the adult programs. SOCA's adult leagues are affiliated with the Metropolitan DC-Virginia Soccer Association (MDCVSA), the United State Adult Soccer Association (USASA) and the United States Soccer Federation (USSF). The affiliations provide liability insurance for the club, players and referees, medical insurance and opportunities to play in regional and national tournament competitions.

## Adult Program Structure

The Adult Program consists of four seasons: Fall, Winter Indoor, Spring, and Summer. Four leagues play in the Fall and Spring seasons (Men's, Co-Recreational, Women Only and Over 40) and two leagues play in the Winter Indoor and Summer seasons (Men's and Co-Recreational).

### **PRIMARY SEASONS**

**FALL SEASON: Mid September – Early December**

**SPRING SEASON: Late February – Mid May**

#### ❖ **Men's League**

SOCA's Men's League is open to all men and women in the Charlottesville-Albemarle area. Typically this is the most competitive level of adult play. Normally, the league is broken into multiple divisions (2-3) based upon ability and the number of teams registered. League play is composed of a single 17-20 game season spanning both fall and spring seasons with a winter break. It is understood that teams registering in the fall will continue playing in the spring. The number of games in league play will vary based upon division sizes and league format. The season begins mid-September and continues through the first week of December. After the winter break, play resumes in late February/early March with the conclusion in early/mid May. Division champions are crowned each spring based upon points earned during the season. Additionally, there is a postseason Cup competition in some divisions. Promotion/Relegation is imposed where appropriate between divisions at the conclusion of the Spring Season. Player experience varies from novice to experienced players. Games are played primarily on Sundays with some Saturday games as well. Three officials are provided for each match and teams play 11v11. Each team determines practice requirements.

#### ❖ **Co-Recreational League**

The Co-Recreational League is open to all men and women in the Charlottesville-Albemarle area. Typically this league is a less competitive environment than the Men's League. Normally, the league is broken into multiple divisions (2-3) based upon ability and the number of teams registered. Teams must have a minimum of three women on the field of play at all times. Teams play separate Fall and Spring Seasons with each season composed of approximately nine league matches. Teams may choose to enter into either the Fall or Spring Seasons or both. Player experience varies from novice to experienced players. Games are primarily on Sundays with some Saturday games as well. One official is provided for each match and teams play 11v11. Each team determines practice requirements.

#### ❖ **Women Only Program**

SOCA's Women's Program plays on Sunday afternoons. The League is designed as a fun yet competitive outlet for women soccer players. The league is not a teaching league and is designed for women with prior experience in the game. Teams are formed based upon the number of players registered. If multiple teams are created, a season schedule of 10

games per team is created and referees are assigned. If numbers are light, players will organize teams each week and play games. Ten sessions are scheduled each season. Players register separately for Fall and Spring Seasons. The Women's League is open to all women in the Charlottesville-Albemarle area.

❖ **Over-40 League**

SOCA's Over-40 League is open to all men and women in the Charlottesville-Albemarle area over the age of 40. Players must have turned 40 prior to the first weekend of the season to be eligible to play that season. The league is designed to give older players an opportunity to play against peers and the focus is on clean, fun, competitive play. Teams play separate Fall and Spring Seasons with each season composed of approximately nine league matches. Teams may choose to enter into either the Fall or Spring Seasons or both. Player experience varies from novice to experienced players. Games are on Sunday afternoons. One official is provided for each match and teams play 8v8 on reduced size fields. Each team determines practice requirements.

**SUPPLEMENTARY SEASON**

**WINTER SEASON: January-February**

❖ **Winter Indoor Soccer League (WISL), Men's**

The Men's WISL is open to all men and women in the Charlottesville Albemarle area. Typically, the Men's League is the most competitive winter league and it is often broken into multiple divisions based upon ability. Teams may be carried over from the fall season, or new teams may enter. Play begins in early January and concludes at the end of February. Games are played at a variety of times entirely dependent on gym availability. These times include Saturday and Sunday afternoons and evenings and weekday evenings. Matches can end as late at 11:00PM due to limited gym availability. Teams can expect to have a schedule of games at a variety of times and days rather than the same day and time each week. Matches are held in local gymnasiums and the format is 5v5 including a goalkeeper. Walls are in play and the action is fast paced. A regulation Futsal ball is used in matches to reduce out of control bouncing and ball speed. One referee is used in the 5v5 format.

❖ **Winter Indoor Soccer League (WISL), Co-Recreational**

The Co-Recreational WISL is open to all men and women in the Charlottesville Albemarle area. Typically, the Co-Recreational League is the least competitive winter league and it is often broken into multiple divisions based upon ability. Teams must have a minimum of one woman on the court at all times. Teams may be carried over from the fall season, or new teams may enter. Play begins in early January and concludes at the end of February. Games are played at a variety of times entirely dependent on gym availability. These times include Saturday and Sunday afternoons and evenings and weekday evenings. Matches can end as late at 11:00PM due to limited gym availability. Teams can expect to have a schedule of games at a variety of times and days rather than the same day and time each week. Matches are held in local gymnasiums and the format is 5v5 including a goalkeeper. Walls are in play and the action is fast paced. A regulation

Futsal ball is used in matches to reduce out of control bouncing and ball speed. One referee is used in the 5v5 format.

## **SUPPLEMENTARY SEASON**

### **SUMMER SEASON: June – July**

#### **❖ Summer 8v8 League, Men's**

The Men's Summer League is open to all men and women in the Charlottesville-Albemarle area. Typically, the Men's League is the most competitive summer league and it is divided into multiple divisions based upon ability. Teams may be carried over from the spring season, or new teams may enter. Play begins in early June and concludes at the end of July or early August. Matches are played during the week in the evening rather than on the weekends. Games are on modified-sized fields and the format is 8v8. One referee is used in the 8v8 format with no offside.

#### **❖ Summer 8v8 League, Co-Recreational**

The Co-Recreational Summer League is open to all men and women in the Charlottesville-Albemarle area. Typically, the Co-Recreational League is the least competitive summer league and it is divided into multiple divisions based upon ability. Teams must have a minimum of two women on the field of play at all times. Teams may be carried over from the spring season, or new teams may enter. Play begins in early June and concludes at the end of July or early August. Matches are played during the week in the evening rather than on the weekends. Games are on modified-sized fields and the format is 8v8. One referee is used in the 8v8 format with no offside.

## **Registration**

SOCA utilizes online registration for all of its programs via password protected family accounts at [www.SOCAspot.org](http://www.SOCAspot.org). Registration is conducted each season and players wishing to play must register separately for each season. Registration includes payment. The league fee is set each year in the club's budgetary process.

Only registered players may participate in a SOCA adult league. Players may register to multiple teams each season but may only register to one team per division. Additionally, as a benefit of registration, players may guest play on other teams as opportunity allows in regular season games. Registered players will appear on the team's roster which can be found online at participants' SOCA accounts.

### **Captains' Responsibilities**

SOCA accepts team registrations and players register to individual teams. It is the captain's responsibility to register their team with SOCA via the online registration system. Captains can create a SOCA account at [www.SOCAspot.org](http://www.SOCAspot.org) and access it via a username and password. From their SOCA account page they can create a team for each season they wish to play in. The online system will create a Team ID Code specific to their team that will allow other players to join the team only if they have the code. When creating their team, captains will list invited teammates

and the system will email these players with an invitation to join the team along with the password necessary to do so. Secure payment and registration is completed online.

As teammates accept the captain's invitation and register for the team, the captain will receive email confirmations of all registrations to their team so that they may track their team's number of players. They may also view their roster of all currently registered players at their SOCA account at any time.

### **Players' Responsibilities**

Invited team members will register for the team through their own SOCA account. After accessing their SOCA account page with their username and password they will join a team by entering the specific Team ID Code of the team they wish to join. Secure Payment and Registration is completed online.

### **Individual Players**

Individuals seeking to play in the adult league but without a specific team they have been invited to join will be grouped together on a team of independents. This team will constitute a newly formed team in the league. If the number of independent players does not reach the minimum number required for a team, the players will be distributed throughout pre-existing teams. Established teams will not be required to accept new players provided they have the minimum required number of players by the registration deadline. If no team has available openings, the independent player(s) will be refunded their registration fee.

Alternatively, a list of captains may be provided to a new player wishing to join a pre-existing team. Captains may choose to invite new players or not.

### **Age Restriction**

The Adult Program is open to people 16 years of age and older. However, if the participant is 16 or 17 years of age, he/she must provide parental consent. Consent must be issued to the SOCA office in writing before the online adult registration option will be activated on the player's SOCA account.

### **Team Registration Deadlines**

Registration is opened on the SOCA website for each of the four seasons approximately one month prior to the deadline. All previous captains are emailed with a notification when the online registration is available. Teams must be registered in the system and have the prescribed minimum number of players registered (including payment) to their roster by the deadline to be eligible for the season. Approximate deadline dates are:

Fall – Second to Last Tuesday in August

Winter – First Friday in December

Spring – First Tuesday in February

Summer – Second Thursday in May

### **Player Registration and Transfer Deadlines**

Players may register after the team registration deadline and even after the season has started. Each season, SOCA will set a date shortly after the halfway point of the season at which point prices will be lowered as a discount for players arriving late in the season.

Registration will close two weeks before the playoffs in the Men's League and the rosters will be locked for the remainder of the season to ensure the integrity of the competition. Players may transfer from one team to another for no additional cost during the course of the season. However, players may only be rostered to one team per division each season and no transfers may occur after the close of player registration to ensure the integrity of the competition.

### **Refunds**

All refund requests must be made in writing to the SOCA office by the participant requesting the refund. Captains may not request refunds for team members. All refunds are less a \$20.00 processing fee.

Prior to the season, refunds may be issued to individuals who are unable to play due to a variety of conflicts and circumstances including personal schedule changes, over commitments and change of interest.

After the season has begun, refunds may only be issued due to injury or relocation (player moves to a different community). A doctor's note may be required in the case of injury. Refunds issued after the start of the season will be less a \$20 processing fee and then pro-rated per the number of weeks into the season. After the season has begun, refunds will not be issued for schedule conflicts or over-commitments.

No refunds will be issued after 2/3 of the season is complete for any reason.

Refunds will not be issued to whole teams who pull out of the league for any matter, including disagreement over division placement.

### **Leagues and Divisions**

SOCA operates multiple leagues each season. In the primary seasons the leagues are Men's, Co-Recreational, Women's and Over-40. Teams may decide which of these leagues to register for each season. Within each league, SOCA creates divisions as necessary to promote even, diverse and enjoyable competition. Teams' placement into particular divisions is at the discretion of SOCA. After the completion of a season, the first and second place teams of a lower division may be required to advance into a higher division. The two lowest teams of a higher division may be required to move into a lower division. Due to attrition from season-to-season and the constant influx of new teams, it may not be feasible to promote or relegate teams on a regular basis. SOCA shall have final authority to assign teams to divisions that insures competition, and an even number of teams among the divisions. New teams will enter the league in the lowest existing division. They may petition SOCA to request entry into a higher division.

## Scheduling

### Game Schedules

Schedules are not made until registration is complete. When they are completed a copy of the schedule is posted to all players' SOCA accounts. In the primary seasons (fall and spring) the number of games will be between 8 and 10 depending on the number of teams in a division. The winter season is typically 7 or 8 games and the summer season is 8 to 9. A general seasonal game schedule is as follows:

Fall: First Scheduled Game: Weekend in mid-September

Fall: Last Scheduled Game: First Weekend of December

Fall: No Game Scheduled: Weekend after Thanksgiving

Winter: First Scheduled Game: First Week after New Year's Day

Winter: Last Scheduled Game: Last Week of February

Spring: First Scheduled Game: Last Weekend of February

Spring: Last Scheduled Game: Weekend in mid-May

Spring: No Game Scheduled: Easter Sunday

Summer: First Scheduled Game: First Week of June

Summer: Last Scheduled Game: First Week of August

Summer: No Game Scheduled: July 4<sup>th</sup>

### Game Days

In the Primary Seasons (Fall and Spring) games are mainly scheduled for Sundays. There will be some games scheduled on Saturdays as needed due to field and referee availability, but the large majority of games will be on Sundays. Games may be scheduled any time from 9:00am to dark.

In the Summer Season, games are scheduled Monday-Thursday in the evenings after work at either 5:45 or 7:10pm. Make up games may be scheduled for Fridays and teams may occasionally be scheduled to play multiple games in a week or on back to back days if necessary. Regular season games will not be scheduled on the weekends in the summer. However, the postseason cup final may be scheduled for a weekend if logistics and field availability dictate.

In the Winter Season we are entirely dependent on gym availability to create a schedule of games. Gym availability is scarce. Games may be held Monday-Friday in the evenings after work until 11pm or on the weekends all day and into the evenings.

### **Schedule Requests**

Captains may submit a schedule request prior to the season (at the time of registration) if a conflict is known in advance for a team. These requests will be considered in the scheduling process and accommodated if possible. However, **NO REQUEST IS GUARRANTEED**. Special requests make the schedule very difficult for the other teams in the league and it may be impossible to meet the request. However, if there is a worthy consideration, it is better to submit the request prior to the release of the schedule.

### **Rescheduling Games**

Games may be rescheduled by the SOCA office in the event of cancellation due to bad weather or poor field conditions. Always consult the SOCA weather line [817-7246(RAIN) or [www.SOCAspot.org](http://www.SOCAspot.org)] if there is a question as to whether a game will be played because of weather. SOCA reserves the right to reschedule games as necessary.

Games will not be rescheduled for teams' personal conflicts. Given the number of teams and complexity of scheduling it is impossible to accommodate "elective" conflicts. In the interest of fairness it is not prudent to accommodate requests for one or some teams without being prepared to do so for all. Therefore, once the season has started, reschedules will not be accommodated. If a team cannot make a game as scheduled it will be considered a forfeit.

### **Fields/Venues**

SOCA schedules games on fields based on availability and program requirements. Facilities are used throughout Albemarle County and the City of Charlottesville. Conditions of many local fields vary and we work with local parks and recreation authorities to find the most suitable fields.

## **Weather**

Games can and will be cancelled due to weather and field conditions. The primary concerns are for the safety of the participants and the condition of the fields. Fields in Charlottesville-Albemarle are overused and under maintained and are particularly vulnerable to damage when wet. On occasion, games will be cancelled due to rain received the day prior to game day that has left the fields in an unplayable state. It is also possible for heavy rains to occur immediately prior to or during a game that would force a cancellation.

### **Weather Cancelation Process**

The SOCA staff will make a visual inspection of the playing fields the morning of game day and make a determination on the playability of the fields based upon their existing condition and weather predictions. The phone weather line [**434-817-7246 (RAIN)**] and website will be updated by 7:30am with a determination.

After an initial determination to play is made, field and weather conditions will continue to be monitored and the field status may be updated throughout the day. Referees will have the authority to make a judgment based on the local conditions at their specific field and may cancel games if they determine conditions warrant such action.

If foul weather conditions develop during the course of the day, either just before a game begins or during the game itself, it is possible that players will travel to a game and discover the game is cancelled when they arrive. Weather is unpredictable and constantly evolving. However, SOCA does its best to mitigate this and all players should check the weather line prior to leaving for their game.

### **Rainout Reschedules**

SOCA will make every attempt to reschedule games cancelled due to weather. Games will be rescheduled until available field/facility time has expired and the season ends. In the case of a rainout, SOCA will endeavor to provide a reschedule to teams the following week of the missed game. Typically, games will be rescheduled for either an available Saturday at least two weeks ahead or for an open weekend at the end of the season. A makeup weekend is often built into the end of the season in case of rainouts. Teams must be available for makeup games as necessary.

### **Partial Games**

In some cases, games may be terminated after they have begun but before their normal conclusion. Referees have the authority to terminate games if weather and field conditions deteriorate over the course of the match to a degree which is deemed unsafe for the players or unsuitable for a match. These decisions are made at the referee's discretion on site.

All matches that reach halftime will be considered complete if terminated at halftime or later. The score at the point of termination will stand as the final score and the match will not be rescheduled. All matches that are terminated prior to halftime will be rescheduled and replayed in their entirety. Any score in the partial game will be erased and a full match will be played starting at 0-0.

## **Rules of Play**

### **Fall/Spring – Mens/Co-Rec**

- ❖ Field Size: as per FIFA (approximately 105x70)
- ❖ Number of players: as per FIFA (11v11 including goalie), minimum to play = 7, Co-Rec requires 3 women players at all times.
- ❖ Game Duration: as per FIFA (two 45 minute halves)
- ❖ Equipment: as per FIFA (matching jerseys with numbers, shin guards, etc.)
- ❖ Referees: Three for Men's League (1 center referee and 2 assistant referees), one for Co-Recreational (center only)
- ❖ Substitutions: Unlimited. Players may re-enter matches. Substitutions may be made at the referee's discretion on Goal Kicks and Kick Offs (either team), and Throw-ins by the team taking the throw. Referees may allow substitutions in other instances such as injuries as they see fit.

**Fall/Spring – Womens**

- ❖ Pick up play. Game format determined each week based on number of players in attendance. Games on Sunday afternoons at South Fork Soccer Park.

**Fall/Spring – Over 40**

- ❖ Field Size: 80x55 yards, full goals (8'x24')
- ❖ Number of players: 8 (including goalkeeper), minimum to play = 5
- ❖ Game Duration: 2x35 minutes
- ❖ Equipment: as per FIFA, shin guards, matching jerseys with numbers.
- ❖ Referees: 1
- ❖ Substitutions: Unlimited. Players may re-enter matches. Substitutions may be made at the referee's discretion on Goal Kicks and Kick Offs (either team), and Throw-ins by the team taking the throw. Referees may allow substitutions in other instances such as injuries as they see fit.
- ❖ Other: limited goalie punts and throws to half field

**WISL**

- ❖ Field Size: dependent upon the indoor venue (approximately 32x20), goal = 6'x 12'
- ❖ Number of players: 5 (including goalkeeper), minimum to play = 3, Co-Rec requires 1 woman player at all times.
- ❖ Game Duration: 2x30 minutes, unless amended in WISL rules
- ❖ Equipment: indoor shoes (non-marking) only, shin guards, numbered jerseys
- ❖ Referees: 1
- ❖ Substitutions: made at any time on the fly. Unlimited
- ❖ Other: walls in play, Futsal ball used, no body checking or using wall to brace oneself, players with two yellow cards (red) may be replaced, straight reds cannot be replaced.
- ❖ Other: no offside, no slide tackling, all infractions result in indirect kicks, goalkeepers can't punt, above wall/ceiling is out of play.

**Summer**

- ❖ Field Size: 80x55 yards, full goals (8'x24')

## CAPTAIN'S HANDBOOK

- ❖ Number of players: 8 (including goalkeeper), minimum to play = 5, Co-Rec requires 2 women players at all times.
- ❖ Game Duration: 2x35 minutes
- ❖ Equipment: as per FIFA, shin guards, matching jerseys with numbers.
- ❖ Referees: 1
- ❖ Substitutions: Unlimited. Players may re-enter matches. Substitutions may be made at the referee's discretion on Goal Kicks and Kick Offs (either team), and Throw-ins by the team taking the throw. Referees may allow substitutions in other instances such as injuries as they see fit.
- ❖ Other: no offside, limited goalie punts and throws to half field

### **Guest Playing**

Only current, registered players in good standing may play in SOCA's Adult Programs. Guest playing is allowed in SOCA's Adult Programs. However, no unregistered players may guest play in a SOCA adult match. Only players registered to a SOCA adult team in the Mens, Co-Rec, Womens or Over-40 Leagues for the current season (Summer, Fall, Winter, Spring) may guest play with other teams.

Unlimited guest players are allowed in all divisions and programs provided the player is registered to another team in one of SOCA's Adult Programs for the current season.

No guest playing is allowed in a postseason playoff or championship match.

In order to guest play, guest players must prove their current registration with another SOCA team by bringing a copy of their regular team's roster and a picture ID to the match to be checked by the referee.

### **Uniforms**

Teams must supply their own uniforms. Uniforms need not be fancy or expensive. At a minimum, all players must have a matching jersey of the same color with a unique number on the back. The color of all jerseys must match. Different shades of the same color such as gray or green are not acceptable as a jersey. Sock and short colors are not required to match. Goalies must have a shirt clearly distinguishable from the field players.

Jerseys may be purchased from any vendor as chosen by the team. Sponsors may be printed on the jerseys. Total Soccer at Downtown Athletic Store provides a discount to all SOCA players and teams and is a good option to purchase team jerseys.

### **Team Names**

All teams must have a unique team name that does not conflict with the team name of another team previously established. No duplicate names are allowed. Additionally, all team names will

be published in public forums such as the SOCA website so all team names must be appropriate for public consumption. No vulgar or offensive names are allowed in the league. SOCA reserves the right to require teams to select a new name if the current name is already taken or if the name is deemed offensive.

### **Standings/Tiebreakers**

A league table is maintained on the SOCA website. Each win results in 3 points. Ties are worth 1 point and losses zero points. In the event of a tie in points in the table, ties will be broken by a method of: 1) Percentage of Points Earned from Total Potential Points 2) Best Goal Differential 3) Most Goals For 4) Head to Head Result(s) 5) Coin Flip.

In a playoff or championship match that must have a winner, matches tied at the end of regulation will be decided by: 1) Two overtime periods played fully to completion, no Golden Goal. In the Summer 8v8 League, the overtime periods are 5 minutes long each. The Fall and Spring Seasons use 10 minute overtime periods. Teams switch ends between periods. 2) If the match is still tied at the end of the second overtime period, FIFA kicks from the mark will be used to determine a winner. Kicks are taken best of five initially and if still tied at the end of the fifth round, additional rounds are conducted one at a time until one team is ahead of the other.

### **Awards**

League champions in the Fall, Spring and Summer Seasons are awarded a \$100 gift certificate to the restaurant or business of their choice. Teams may use the certificate to help celebrate their achievement. There are no awards made in the WISL season. In divisions such as the Men's flights that play a full year format, the award is made at the conclusion of the spring season.

League trophies are maintained at the SOCA office for the highest Men's division. Each winning team's name is engraved on a commemorative plate on the base of the trophy.

## **Conduct**

### **Code of Conduct**

- 1.** Obey the laws of the game and play within the spirit of the laws.
- 2.** Respect league rules and promote the welfare of the organization of which you are a member.
- 3.** Do not, under any circumstance, participate in physical violence or threats thereof before, during, or after any game or practice.
- 4.** Do not engage in disparaging dialogue or taunting behavior with referees, teammates, coaches, opponents, or spectators before, during, and after all soccer-related activities.
- 5.** Conduct yourself with honor and dignity and play the game for the game's sake. Be generous when you win, graceful when you lose and above all be fair.

## Conduct Committee

The SOCA Board of Directors has a standing Conduct Committee. The Chair of the committee is the Director of Referees. This committee reviews any acts of bad conduct that are brought to its attention either by red card or by a participant. The committee is vested with the authority to levy sanctions against offending participants. After having received notification of a Red Card (ejection) during a match, the Director of Referees will decide if the Conduct Committee is to be convened. If necessary, the Committee will be convened within 2 weeks of the incident.

## Hearings

If the Director of Referees decides that the Conduct Committee is to be convened, the Program Director will contact the player/captain/coach involved in the incident and give him/her the opportunity to appear before the committee and present his/her case or put it in writing for consideration. The player/captain/coach may present written documentation from others to support his/her case. The player/captain/coach will be informed of the meeting via certified letter. After hearing all available information the committee shall render a decision and set a penalty for the player. Though not binding, guidelines for suspensions are established (see Suspensions, below). The Program Director will inform the player of the committee's decision by either phone or email the next day. After talking with the player, the Program Director will inform the team captain/coach. The committee chair will send a certified letter to the player in question, at the address on his MySOCA account, within one week of the meeting date, officially informing him/her of the committee's decision.

### 1. Suspensions

Suspensions may range from one game to lifetime. The following guidelines have been established for suspension:

Offensive language to another player, spectator – **RC – One game minimum suspension**

Offensive language to ref- **RC – 3 game suspension**

Cursing at another player, spectator, referee – **RC- 3 game minimum suspension**

Spitting at another player, spectator- **RC- 3 game minimum suspension**

Spitting at ref- **RC- 6 game minimum suspension**

Retaliation/kicking another player, spectator –**RC- 3 game minimum suspension**

Fighting- **RC- 6 game minimum suspension**

Physical threat to another player, spectator- **RC- 3 game minimum suspension**

Physical threat to ref- **RC- 6 game minimum suspension**

Fighting/retaliation that results in serious injury – **RC- 10 game suspension and review**

Refusing to leave field and game area immediately upon issuance of a **RC- 1 additional game suspension**

4 YC- in a season – 1 game suspension – 6 YC in a season – 2 game suspension and review  
2<sup>nd</sup> RC in a season – 3 game suspension- review

IF a player is caught guest playing or playing for his own team while under suspension the player will serve an additional game suspension.

RC/YC will carry with player regardless of guest playing or division but will be served out with their own team.

Card accumulation resets for play offs and between seasons. If a player picks up their 4<sup>th</sup> YC in the last game of the regular season, they will need to serve their suspension in the first playoff game

### **Appeals**

A player may appeal, in writing, the committee's decision to the Board President. This must be done within seven days of the player receiving the certified letter, but no later than twenty-one days from the date of the letter.

### **Protests**

On site protests are not allowed. The above stated guidelines for Conduct Committee, Suspensions, and Appeals will be followed.

### **Cautions (Yellow Cards)**

Cautions are issued by the referee for a variety of infractions. SOCA does track yellow card accumulation over the course of the season. Referees will report all yellow cards issued in their match reports and this information is admissible and may be used in a subsequent conduct committee hearing should one be convened on a player. Yellow cards are a tool the referee uses to control the match and ensure the safety of the participants. Two yellow cards issued in the same game will equal a red card (ejection) as is standard in FIFA sanctioned competitions. A red card received for a second yellow is no different than a straight red except in WISL games. In WISL games, players who are ejected for two yellows may be replaced by a teammate due to the small number of players on the court. The offending player must still perform a sit out of one additional game.

### **Ejections (Red Cards)**

Players and spectators may be ejected by the referee for a variety of reasons. Referees will report all ejections in their match report. Every ejection will result in an automatic, no appeal, one game suspension for the individual as is standard in all FIFA sanctioned competitions. The suspension is to be served in the next game of the team the player is registered to. No guest playing is allowed until the player has served their suspension. SOCA will email the player, both captains, and the referee of the subsequent game to confirm and inform them of the suspension. If the email is not received for any reason, it is understood that the red carded player must sit out their next game. The team captain should help ensure this suspension is served.

Additionally, any player who has received a red card may not be replaced during the game the red card was issued and the player's team must play down a player for the remainder of the game (\*Exception – In WISL matches a two yellow = red carded player may be replaced by another player to keep the teams even sided. The ejected player must still serve a one game suspension in the next match, however. Straight red carded players still may not be replaced

in WISL matches). Any red card issued may be cause for a full Conduct Committee review and possible further sanctions. The Director of Referees will consider the offense and make a decision based upon the referee's report whether to take the ejected player before the Conduct Committee or not.

## Pregame Procedures

Only properly registered players will be eligible to play in SOCA sanctioned matches.

Players that are properly registered to a SOCA Adult Team will appear on the team's roster. This Roster is accessible to all players via their SOCA account. The captain or designated team representative must bring a copy of this roster to each game. Only players who appear on the roster or are guest players will be allowed to participate in the game.

Each player must have a photo ID with them at the match to prove who they are. Acceptable forms of photo ID's are Driver's Licenses, Passports and UVA Student ID's. If a player does not have one of these forms of identification, the SOCA office will produce a player pass that will serve as their picture ID for league purposes.

Prior to the game, the referee will check the copy of the roster provided by the team against the photo ID's of each player present. Each player must appear on the roster as an official team member and have an accepted photo ID to be eligible to play in the match. Players may not be handwritten onto the roster. All players must appear on the online roster and print out of the online SOCA system.

Guest players are eligible to participate per the Guest Player policy outlined in this handbook. Guest players must print out a copy of their current roster and bring a photo ID to the match. The referee will review these items with the other regular team ID's prior to the match.

The team captain is responsible for ensuring that only registered players play for their team. The referee is responsible for ensuring that the team captain is doing their job and that only properly registered players play in league games.

Prior to the game the team captain is responsible for providing the roster to the match officials. The match officials are responsible for reviewing and verifying that each player has a photo ID that corresponds to the roster.

Team captains should report to the SOCA office any referees that do not check rosters. Referees who repeatedly fail in their duty to verify player eligibility may be subject to sanction.

Team captains that allow unregistered players to play for their team will be subject to Conduct Committee review and possible sanction.

If it is found that an unregistered player has participated in a game, the game will be counted as a forfeit against the offending team. If unregistered players are found to have participated on both teams the game will be counted as a forfeit against both teams.

If a team arrives for a game and does not have a roster the game will still be played. The team will have until the end of the match to produce their roster and Photo ID's. If they are able to do so, the roster check may occur at the end of the game. If the team never produces the roster by the end of the game, the referee will note this in his report and the league will review. The likely outcome is a forfeit.

A team that repeatedly shows disregard for the pre-game roster policy and procedures will be subject to review and sanction by the League.

## **Postgame Procedures**

Referees will keep roster copies and submit them to the league for review. The team captain must produce a new roster for each game.

Game results in the Adult Leagues are kept on record by the SOCA office and League Standings are posted on the SOCA website. League champions are crowned in all divisions and final standings are taken into account to determine future division assignments.

During the primary seasons (Fall and Spring) scores should be reported each weekend, and no later than Monday at 10am, to the SOCA office. During the summer and winter seasons scores should be reported the day following the game by 10am.

❖ Scores can be reported in the following ways:

Phone: 434-975-5025 x 119

E-mail: [Matt.Rowe@SOCAspot.org](mailto:Matt.Rowe@SOCAspot.org)

Fax: 434-975-2619

## **Insurance**

### **Medical Insurance**

All players in SOCA's Adult Leagues are eligible for medical insurance for injuries sustained in the course of play. This insurance is paid for as part of the player registration fee.

The medical insurance that SOCA players are entitled to is provided through the United States Adult Soccer Association and our state association the Metro DC Virginia Soccer Association. Injured players should contact the SOCA office to notify the league of the injury. If insurance is necessitated for treatment expenses, an insurance form will be sent to the player from the SOCA office. The player should mail the form and all bills as well as estimates of benefits from their regular insurance company to the address provided. The state association will process the claim and send it to the insurance company.

SOCA will not be involved in determining coverage nor will the state association. The club's and state's role is to verify that the player is in good standing, has paid dues and is therefore eligible for coverage of injuries sustained while participating in SOCA programs. Questions

pertaining to this coverage should be directed to the insurance company. The insurance company will be put in touch with the player by the MDCVSA once the claim has been filed.

A player has 30 days or as soon as possible from the date of the accident to file a claim.

There is a \$500 deductible associated with this insurance coverage.

This medical insurance is designed to be a secondary medical insurance. If a player has their own insurance, the primary insurance should be used first to cover expenses. The SOCA medical insurance will then cover additional expenses beyond the regular insurance coverage.

If you have no medical insurance of your own, this plan will act as your primary insurance.

### **Liability Insurance**

Participants receive liability insurance for potential damages incurred through their play in SOCA via SOCA's affiliation with MDCVSA.

## **Duties of Captains**

Team captains have several responsibilities to their teams and to SOCA. Captains have a role of responsibility greater than other players and are in a leadership role within the league. SOCA expects captains to support the league rules and be a positive voice within the league. As leaders, captains are held accountable for their team's actions and captains may be subject to sanctions related to their teams conduct in the league. Captains should come to the SOCA office with concerns whenever they arise. Duties of captains are as follows:

- ❖ Represent their teams to the SOCA office and Board of Directors.
- ❖ Attend all program meetings or send an alternate representative
- ❖ Keep team members informed of all league rules and actions
- ❖ Report all violations of the rules to the SOCA program director
- ❖ Keep team documentation up-to-date
- ❖ Ensure that all players are properly registered with SOCA
- ❖ Provide a game ball to the match official when requested
- ❖ Follow the Codes of Conduct

## **Duties of Players**

Players have responsibilities to their teams and to SOCA, as well. These duties are as follows:

## **CAPTAIN'S HANDBOOK**

- ❖ Be properly registered with SOCA before playing in a match.
- ❖ Be properly dressed for play in team uniform (FIFA/SOCA laws require shin guards)
- ❖ Arrive on time for all matches
- ❖ Follow Codes of Conduct