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I. By-laws for West County Soccer League

A. Purpose

The West County Soccer League (W.C.S.L.) is a non-profit organization whose interest is to provide athletic competition for boys and girls of individual member groups.

B. Membership

Teams participating in the W.C.S.L. program will represent organizations which meet approval of the Board. A sponsoring group, when accepted as a member, will appoint two representatives, to be known as league representatives, as Board Members to attend meetings and to vote on decisions made at the meetings.

In addition to the two league representative from each sponsoring group, the membership may contain emeritus members (whose number shall not exceed the number of the sponsoring organizations) who are approved by a majority of the league representatives. Terms for emeritus members will end immediately after the Board meeting at which officers are elected, unless they are renewed at that meeting.

Any organization or emeritus member missing three consecutive meetings could suffer loss of membership. This is subject to decision by the Board.

C. Voting

No member organization shall have more than two voting representatives. Each board member has one vote. Any matter brought before the meeting will be decided by majority vote of the quorum, excluding the President. A quorum shall be defined as constituting at least one-half of the member organizations eligible to vote. In the case of a tie vote, the President shall cast the deciding ballot. No member organization may vote on matters in which it is directly involved.

D. Officers and Duties

Officers will consist of a President, Vice-President, Treasurer and Secretary elected from the Board.

1. The President shall be the chief executive office of the Association and will preside at all meetings of members, shall see that all resolutions of the Board are carries in effect, and

shall assume general and active management of the organization. When applicable, the President, without prior Board approval may act in the best interest of the league.

2. The Vice-President shall perform all functions of the President in the absence of the Presidents, maintain all official team rosters and actively assists the President whenever requested to do so.

3. The Secretary shall keep active records of meetings and business transactions, memberships, attendance and report the business of previous meetings when requested to do so. It is the responsibility of the Secretary to see that the minutes are complete when passed on to their successor.

4. The Treasurer shall develop an annual operating budget for the League, collect and record all dues and funds, pay all bills and report the financial status of the organization at each regular meeting.

E. Committees

The President shall appointment all committee chairmen. Committee chairmen shall select the members of their committee, call meetings and supervise the operations of the committee.

A standing committee composed of the Chief of Referees and the current President will be appointed for the purpose of training referees, receiving protests, investigating what laws of soccer, if any, are broken, and making a written proposal on the resolution of the protest to the Board.

A standing committee will be appointed for the purpose of defining the make-up of the leagues, divisions within a league, establishing W.C.S.L. playing schedule and re-scheduling games as necessary.

F. Finances

For each team entered in the program, the sponsoring organization will submit an entry fee, the amount and due date to be set by the Board each season, after review of the proposed budget. The League may assess a fee against an organization to cover a shortage of game slots provided by the organization. By majority vote, the W.C.S.L. can assess members to cover any deficit incurred by the W.C.S.L. and any surplus realized will be retained in the treasury. Any outstanding amount due at the end of the season will be deducted from the organizations referee pay reimbursement. If there is any amount due to W.C.S.L. from the previous season not paid at the Placement of Teams meeting for the current season, a 25% penalty will be assess. If not paid, the organization will not be allowed to participate in the upcoming season.

G. Meetings

The President shall call meetings when deemed necessary. Non-W.C.S.L. representatives may address the board only if sponsored by the majority of the league representatives from their organization.

H. Amendments of By-laws, Operational Procedures or Playing Rules

An amendment to the by-laws, operational procedures or playing rules can be made only at a Board meeting. A majority vote of the quorum shall be required as defined in Article C above. Any amendment of by-laws or operational procedures will take effect upon approval by the Board following a vote and remain in effect a minimum of one year. However, no changes may be made to the by-laws or operational procedures beginning September 1st and extending throughout the playing season.

I. Required Coach Information

All coaches in the West County Soccer League are required to receive a copy of the “Rules of Conduct”. It is the responsibility of each member organization to distribute the “Rules of Conduct” in conjunction with the schedule each year.

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II. Operational Procedures

A. Team Registration

1. A league representative from each member organization must complete a roster containing all required information for each team to be entered and submitted to the Vice-President via email prior to the August Board meeting. At that time the rosters will be received and stamped electronically by the W.C.S.L. At that time, the Vice-President will return the stamped rosters to the league representative via email from that organization. If any additions, deletions or corrections need to be made thereafter, a revised roster must be emailed or mailed to the Vice-President. No changes will be taken over the phone. Rosters must be received or post-marked by Wednesday in order for an added player to participate in that upcoming weekend's game(s). The revised roster will be electronically stamped as the current official roster and will be emailed to the league representative. No roster changes may be made after October 17th for the current season. After the initial filing of rosters for a season, any change to a roster that involved a player moving from one team to another team, must be approved by the President after receiving a recommendation from the Vice-President.

2. Every member organization will be required to submit to the Treasurer the prescribed, non-refundable entry fee for all teams to be entered. That fee will be due with and based on the information submitted on the Placement of Teams form. Any changes forwarded to the Chairman of the Scheduling Committee prior to August 1 causing any reduction in the number of teams filed by an organization will result in a refund of the appropriate fee. Any organization not submitting teams will automatically be withdrawn from the league.

3. No player may participate in a league game prior to being on an electronically stamped W.C.S.L. roster.

4. The President may designate teams at random for roster checks to be conducted by the League.

5. No player may be on more than one W.C.S.L. roster.

B. Team Classification, Placement and Scheduling Guidelines

1. Organization Designation

Organization

Code

Eureka	E
Fenton	F
Pacific	P
St. Clair	S
Union	U

The first team, within a grade, for an organization will be suffixed by an ‘A’. Subsequent teams for the same organization within the same grade will be suffixed by the next letter (B, C, D, E, etc.). An organization declaring one or more mixed grade teams will suffix it with the letter ‘Z’. If by chance there is more than one mixed grade team for a grade, subsequent teams will be suffixed beginning with ‘Y’ progressing to the beginning of the alphabet, with the strongest mixed grade team containing the lowest character of the alphabet.

2. Grade and Division Classification

Grade	Boys Division Code	Girls Division Code
9-12	B9	G9
8	B8	G8
7	B7	G7
6	B6	G6
5	B5	G5
4	B4	G4
3	B3	G3
2	B2	G2
1	B1	G1

Eureka’s first team in the 6th Grade Boys Division would be classified – EB6A, Fenton’s second team in the 3rd Grade Girls Division would be classified – FG3B, Pacific’s mixed grade team of 6th and 5th grade girls would be classified PG6Z.

3. Leagues:

The divisions are further sub-divide into alphabetical-coded leagues. The leagues are:

<u>League Code</u>	<u>League Strength</u>
A	Grade strongest
B	Grade Stronger
C	Grade Weak
D	Grade Weaker
E	Grade Weakest
etc...	
X	Mixed grade strongest
Y	Mixed grade medium
Z	Mixed grade weakest

The above alphabetical coded leagues are used for the requested placement of teams by the member organization. The scheduling committee may add additional codes when needed. A lower-grade team may play in an upped coded division or league.

4. Placement of Teams

Placement of team forms and applicable entry fees are due upon or before the closing of the placement of teams meeting. Any organization failing to submit their form on time will be given seven days to submit their form along with a two-hundred and fifty dollar penalty. Any organization not submitting their form by the due date or with the seven-day grace period will not be scheduled for the season.

When preparing the placement of team form, each organization is allowed to declare one day when the organization is unable to play games. In addition, each team is allowed to declare one weekend (Friday-Sunday) when the team is unable to play games.

Any team/organization requesting a game change/reschedule will be required to pay a designated rescheduling fee. The fee will be paid to the scheduler.

Penalty: For player(s) playing down, without prior Board approval or ineligible player(s) on the roster, will be forfeiture of all games from the point of discovery to the beginning of that team's season. The offending organization will be put on one year probation, subject to Board approval.

5. Scheduling Committee Guidelines

The scheduling committee will consist of the chairperson and at least one assistant. The committee, along with Board representatives, using the Placement of Teams form submitted by each organization, will place all teams into an appropriate league based on the request of the submitting organization and the previous season's record. The

scheduling committee chairperson, and only the scheduling committee chairperson, will schedule or re-schedule league games. Originally scheduled games will only be re-scheduled for rainouts or with seven days notice or per the League President permission. When necessary, the Chairperson of the committee can act for the whole committee.

The League will have an independent contractual agreement for the purpose of administering schedules. The agreement will include duties of providing placement of team forms, collection of forms, actual scheduling or original and make-up games. Fee will be established in conjunction with, and included in, team entry fees. Fee is for scheduling activity, with production expenses to be paid for the League.

Any team or organization requesting a game change/reschedule will be required to pay the designated reschedule fee. Said fee will go to the scheduler.

C. Field Representative, Rainout Procedure, Rescheduling and Forfeiture

1. Field Representative: It is the duty of the field rep. to make the decision prior to the start of the games for the day if games will be played due to field conditions.

2. Rainout Procedure: It is the responsibility of the coach to call the rainout line or check the Facebook page of the field where their team is scheduled to play on condition of the field.

Games played on a closed field will result in a double forfeit, and the coaches of the teams involved are automatically suspended for the season, subject to Board approval.

3. Rescheduling: All rainout games are rescheduled by the league via website updates. It is the responsibility of the coach to check the website frequently to updates to their schedule. When practical, a game cancelled for any reason will be rescheduled for the same field as the original game. When possible, games to be rescheduled will be rescheduled for the following week. Notification of a rescheduled game will not be made before will not be made before 6pm of the day following the cancellation (this is done in order to allow an organization to notify the scheduling committee of possible conflicts before the rescheduled game is given to the league representatives). Possible conflicts do not include: playing on another soccer team or not playing due to religious beliefs. It is the responsibility of the organization's league representative to inform their coach as to the time and place of a make-up game when applicable. If a team fails to appear for a make-up game it will suffer a forfeit. If both teams fail to appear, it will be a double forfeit.

4. Declaration of a Forfeit: The only recognized means of declaring a forfeit is for the (TEAM A) that is declaring a forfeit to notify their league representative of the forfeit. The league representative will then notify one of the officers of the Board that their team (TEAM A) is declaring a forfeit. The officer of the Board will notify the league representative of the opponent's organization that their team (TEAM B) does not have to show up in order to win

the game by forfeit. The office of the Board will also notify the Chairman of the Scheduling Committee of the forfeiture.

If an organization notifies the League that one of their teams will be forfeiting a game and that game would not have been played because of field conditions, the league will reschedule the game under the League's normal rescheduling guidelines as outlined in Item #3 above.

D. Division Standing Determination and Trophy Awards

1. The winner of a division is determined by the total points of all played games: 2 points for a win, 1 point for a tie, and 0 points for a loss. When there is a tie for first place, Co-Champions will be declared, with the cost of extra trophies to be shared by both involved organizations.
2. Trophies will only be awarded to those teams in the Third-Eighth grade divisions.
3. The League will not award teams from any organization on probation with trophies. Nor will those trophies be awarded to another organization.

E. Length of Season

The soccer season shall officially begin on the weekend following Labor Day and end prior to December 15th of each year.

F. Referees and Chief of Referees' Committee

1. A representative of each field will pay the referees at the designated rate.
2. Referees will be paid double for refereeing the game alone.
3. The referee must provide his own referee shirt (yellow or black), black shorts or pants, a stopwatch and whistle.
4. Each member organization is required to provide one W.C.S.L. trained referee for each game slot provided on a given day, subject to the provisions II Operation Procedures Section J Item 8. Any person who is not a trained W.C.S.L. referee who referees a game will not be paid the referee fee.
5. Satisfactory referees will be given preference in following years.
6. The home team will provide an acceptable, appropriate size ball to the referee prior to the start of the game for use as a game ball.

7. The Chief of Referees and their committee have the power to stop a game if, in their judgement, the continuation of said game might result in the injury of players, fans or the referees. The Board at the next Board meeting will decide the results of a game stopped in this manner.

G. West County Soccer League Roster Requirements

Organizations must submit roster containing the following information at a minimum:

- A. Organization Name
- B. Team Code
- C. Date Submitted
- D. Player's Name
- E. Player's Street Address
- F. Player's Telephone Number
- G. Players Date of Birth
- H. Player's Grade in School
- I. Total Number of Players on the Roster

H. Penalties for Disciplinary Action

The following points and resultant accumulations will be reported to the Vice President of the League via the game card. The Vice President will make notification of Penalty Limits to the representative of the member organization as soon as possible.

1. Assessment of points for the following:

Offense	Coaches	Players
Caution (Yellow Card)	3	1.5
Send Off (Red Card)	6	3
Fighting	15	6
Hitting or Striking	15	6
Procedural	6	3

2. Penalties for accumulated points for individuals:

Five or more points	one game suspension
Ten or more points	two game suspensions
Twelve or more points	season suspension
Fifteen or more points	lifetime suspension – coaches Season suspension – players

Any team with thirty or more players points season is forfeited.

The above penalties will be considered minimum penalties and the Board of Directors may impose any penalty it deems necessary to maintain the integrity of the game. Points accumulated are for a single season. However, penalties will apply to subsequent season where appropriate.

Suspension: is defined as; player or coach is restricted from being within 300 meters of the playing field.

3. Penalties given after the end of a game will apply at the next game played. Points assessed for penalties committed before, during or after a game will apply at the next game played.

4. Any coach who refuses to sign the referee's score card after a game is awarded a Procedural Violation.

5. Any coach, player, parent or spectator refusing to immediately give their name when requested by the referee is awarded a Procedural Violation.

6. Any coach or spectator striking or physically abusing a player or referee is immediately assessed 15 points and shall subject their team to forfeit the entire season, subject to Board approval.

7. Any player that hits or attempts to hit, strikes or attempts to strike another players or any other person shall be guilty pf a serious foul play or violent conduct, the punishment for which is a send-off or dismissal.

8. Any team that forfeits 3 games shall forfeit their entire season.

9. Any team found using an ineligible player will forfeit all games from that game back to the beginning of the season, or the last roster check, whichever was last. The coach of said team will be suspended for the rest of the season and for the following season, subject Board approval.

10. PENALTY: Subject to Board approval, for any team, due to an administrative error by the organization, found using a non-rostered player during a season are:

- First occurrence: \$250 fine
- Second occurrence: \$500 fine and if the organization is currently on probation, the organization will continue on probation until the end of the season of the following year
- Third occurrence: \$750 fine, the organization is put on probation until the end of the season of the following year
- If applicable, subject to Board approval, players in such instances will be added to the roster.

Penalties, which cannot be completed in the current season, carry over to the following season.

I. Method of Protest Procedures

1. Training League Games only may be protested for player eligibility. Non-training league games may be protested for two reasons: (a) misapplication of W.C.S.L. playing rules or (b) player eligibility, including (i) ineligible players on the roster or (ii) participation by a non-rostered player.

a) Misapplication of W.C.S.L. playing rules:

The head coach may, at half or upon completion of the game prior to signing the game card, advise the referee that the game is being played under protest based on the coach's opinion that a W.C.S.L. playing rule has not been properly applies by the referee. The referee will notify the opposing coach, if they are available, of the protest.

b) Player eligibility:

The head coach may protest a game for reasons of player eligibility under either of the following two circumstances:

i. Ineligible player on the roster:

The head coach may protest a game based on their opinion that the opponent's roster contains an ineligible players by providing a written notice of protest to their league representative prior the last league meeting of the season.

ii. Participation by a non-rostered player:

The head coach may protest a game based on their opinion that the opponent is utilizing a non-rostered player, or a player who is on more than one W.C.S.L. roster, by so notifying the referee, preferable prior to half time, of the game in progress.

The referee at the first stoppage of play will stop the clock; get the coach requesting a roster check to sing the back of the score card indication a roster check protest; collect the \$20.00 protest fee and notify the opposing coach that a roster check will be taken at half time.

At the conclusion of the first half of play, the coach requesting the roster check will be present to the referee with a copy of an electronically stamped W.C.S.L. roster (inability to provide a roster will result in the protest being denied). The copy of the roster will not be returned. The referee will then inform the players of the protesting team to proceed to the goal they defended during the half.

Meanwhile, the other referee (or the same referee, if only one referee is present) will ask the coach of the non-protesting team for a copy of their roster (if a copy of their roster is not available, the back of the protesting team's roster will be used for the roster check); and inform the players of the non-protesting team to proceed to the goal they defended during the half.

The referee(s) will question each player's name, address and date of birth. Any discrepancies will be noted on the roster. If only one referee is present, the team requesting the roster check will be checked last, and the other team will be checked first. The roster, the game card and the \$20.00 protest fee will be turned into the field representative. The field representative will immediately notify their Chief of Referees. Play will resume immediately thereafter. No further time will be taken for half.

The same procedures will apply to games protested during the second half. However, because of the confusion that normally follows the end of a game, and the delay that would be caused in the start of the next game, the W.C.S.L. strongly recommends that all such protests be made during the first half of play.

2. With the exception of protests noted above (b.i.), protests must be indicated on the score card immediately after the game, and prior to when the protesting coach signs the score card.

The protesting coach is to advise one of their league representatives verbally within 48 hours of the game and provide one of their league representatives with a written notice of protest via email within 72 hours of the game.

3. Written reports, accompanied by a \$20.00 protest fee, are to be received from the representative(s) by the Chief of Referees before the following weekend of games.
4. The Chief of Referees, within 48 hours from receipt of the written report, will notify the organization against which the protest is lodged of the protest.
5. The Board at the next meeting will decide the protest.
6. Failure to comply with 1, 2 or 3 proceeding will nullify the protest.
7. The protest fee will only be refunded if the protest is upheld.

K. Referees

1. Referee Training:

The following individuals ***MUST*** complete the W.C.S.L. referee training class and successfully complete the current W.C.S.L. referee test:

- a) Those individuals who have never refereed in W.C.S.L. before.
- b) Those individuals who refereed W.C.S.L. training league games (1st and 2nd grade) and are now eligible by virtue of age, grade and/or experience to referee W.C.S.L. trophy league games during the current season.

2. Returning Referees:

The following individuals ***MUST*** successfully complete the current W.C.S.L. referee test:

- a) Those individuals who have successfully completed a prior W.C.S.L. training class and test and will continue to referee W.C.S.L. training league games (1st and 2nd grade) during the current season.
- b) Those individuals who have successfully completed a prior W.C.S.L. training class and referee test, have not taken the test in three years and will continue to referee W.C.S.L. games during the current season.

3. USSF Referees:

Those individuals who have never refereed in W.C.S.L. before but who hold a current USSF Referee License are exempt from taking the current W.S.C.L. referee test, A copy of the individual's current USSF Referee License must be emailed to the Chief of Referees from the member organizations league representative.

4. Individuals who do not successfully complete the W.C.S.L. referee training class and/or the referee test are INELIGIBLE to referee W.C.S.L. league games during the current season.

5. Only those individuals who have successfully complied with these Operational Procedures can be REGULARLY schedule to referee W.C.S.L. games during the current season. W.C.S.L. member organization(s) that do not or refuse to comply with these Operational Procedures will be subject to such disciplinary action as the W.C.S.L. Board deems appropriate.

6. If a W.C.S.L. member organization has an insufficient number of referees available to referee scheduled W.C.S.L. games assigned during the current season to the member organization's field(s) the following will apply:

a) The Scheduling Committee may move those scheduled games to another member organization(s) field(s) that have a sufficient number of referees available or

b) The member organization will pay a \$5.00 travel fee per game to each referee who has to travel to that member organization's field(s) to referee scheduled W.C.S.L. game(s).

EXCEPTION: Member organizations have a prior agreement between themselves, where one member organization has regularly scheduled their referees at another organization's field(s). If such agreements are continued during the current W.C.S.L. season, the %5.00 travel fee will not be imposed, but the organizations involved must notify the W.C.S.L. Board prior to the start of the current season.

III. W.C.S.L. Playing Rules

In an effort to simplify and if at all possible limit the amount of exceptions to the "Laws of the Game" as published by F.I.F.A. the playing rules of W.C.S.L. are the same as F.I.F.A. except as noted in the attachment that must be emailed to all coaches by a league representative before the current season.

IV. W.C.S.L. Training League Rules

In an effort to simplify and if at all possible limit the amount of exceptions to the "Laws of the Game" as published by F.I.F.A. the playing rules of W.C.S.L. are the same as F.I.F.A. except as noted in the attachment that must be emailed to all coaches by a league representative before the current season.

V. Coach's Conduct Guidelines

The W.C.S.L. holds coaches responsible for meeting the following:

1. Playing time – with exceptions for health or discipline, it is recommended that every player should play a minimum of one-quarter of every game.
2. Play and spectator conduct – coaches are responsible for the conduct of their teams' players and spectators before, during and after the game. This responsibility includes adherence to spectator area and the coach's box area. Coaches are required to make every effort to have their team and spectators conduct themselves in a respectful manner.
3. Harassment of Referees – coaches are reminded that W.C.S.L. can sometimes be easily intimidated by adults. Therefore, harassment of referees by spectators and coaches is not allowed. In case of excessive spectator harassment, referees are instructed to stop the game and request coaches' of both teams to quiet spectator(s).

Penalty: Coaches refusal or inability to control their teams' spectator(s) will result in shutdown of the game.

4. Coach on field of play – once the game has commenced, a coach may only enter the field of play to administer to an injured player, when requested or authorized by the referee. A coach may only talk to the referees to question a call or conduct of the game at normal breaks in playing time, half-time or the end of the game.

Penalty: Any coach who violates the above will receive an automatic RED card and be ejected from the game in accordance with Section K-2 of operation procedure of W.C.S.L.

Interpretation: The referee should issue a caution for ILLEGAL ENTRY and a second caution (red card) for DISSENT. i.e., persistent misconduct.

VI. Rules of Conduct W.C.S.L.

To assist the referees in maintaining control of the game and to ensure the proper environment for the W.C.S.L. games, the following rules will be enforced:

1. All coaches will be responsible for the conduct of their players and spectators, as stated in the coaches' conduct.
2. A coach's box, twenty yards in length and located one yard off the touch-line, will be marked at mid-field. Only coaches and team members will be allowed in the coach's box. Also, coaches (on the roster or not) MUST remain in this area.
3. Teams must stay on opposite sides of the field.

4. Spectators will be required to remain a minimum of five (5) yards away from the touch-lines (sidelines). Spectators must remain on the same side of the field as their team.
5. Once the game commences, and until it is finished, the coach will only be allowed on the field of play to attend to an injured player from their own team, and only with the permission of the referee.
6. Referees will be instructed to seek the coach's help, when necessary, to maintain control of the game. If the referee determines that control of the game cannot be maintained, the game will be suspended. The W.C.S.L. Board will determine the disposition of the game and will enforce any appropriate disciplinary action. Disciplinary action for irresponsible conduct will range from suspension for one game to permanent disbarment – for a player, a team, a coach, a spectator or a member organization.

Coaches or spectators issued an ejection (red card) will immediately remove themselves to a distance of at least 300 meters from the game sight. Players issued an ejection (red card) may stay on the bench with their team.

VII. Team Colors

If the uniform colors for a game are identical, the visiting team on the score card is required to wear pennies, of such color that does not conflict with the home team.