



West Michigan Youth Soccer Association

GENERAL WMYSA INFORMATION

1. Paperwork to bring and give to the referee prior to the start of the game:
 - a. Pass cards
 - b. **all teams are responsible for printing and bringing a WMYSA Game Day Report sheet with the preprinted roster to the game.**
 - c. **all teams are responsible for bringing a copy [Whisper Campaign](#)**
 - d. Home team is responsible for referee payment
 - e. Home team is responsible to give the mailing envelope to the referee prior to the start of the game.

2. **Score Reporting:** the home team is required to report the scores in GotSoccer. For Elite teams, they will be responsible for entering all games in the WMYSA – GotSoccer database as well as the GVSA website. Any scores not reported will be left as an unplayed match.

3. **Concussion Law** – as a reminder all players/parents should have signed the State of Michigan agreement and if a player has a (suspected) concussion, they must sit out all practices and games until a Return to Play form is submitted to the club and WMYSA.

4. **Pass Card System** – No changes. Each team must identify no more than 5 pass players in a game. The players must have their player card presented to the referee in order to play in the game.

5. **Inclement Weather** – Know what to do should inclement weather happen prior to or during a game/practice. Coaches may not cancel for general inclement weather.

6. **Contact ~ Administrator/Scheduling:**
 - Dana Pope**
 - Dana.Pope@wmys.org
 - 269 743-7177 home**
 - 269 389-9517 Google Voice (all Admin Staff receives message)**



West Michigan Youth Soccer Association

No Referee

If no referee is at the field when it's time to start the game, the teams have 2 options.

1. Teams may agree to play with coach/parent referees. Both teams should sign the back of the game sheet that they are in agreement with this as their official game. Home team mails the game sheet into WMYSA.
2. Teams may reschedule; however, this does not guarantee referees will be available and assigned to the new date. The home team will need to fill out the Reschedule Request and forward to WMYSA Scheduler with a Comment letting the league know that no referees were in attendance and the teams wish to reschedule.

Weather Cancellations

When games are canceled due to weather; the teams have two options. First, they can leave the game as not played and no fee will be assessed. If they agree to reschedule the game, then a \$15 fee will be split by the two teams and assessed as \$7.50/team to reschedule. It should be noted a game can only be cancelled due to weather by the game official or the league. This is not a decision two coaches can make. If two coaches cancel a game on their own it is subject to associated forfeiture fees.

COVID Cancellations

When games are canceled due to COVID, the teams have two options. First, they can leave the game as not played and no fee will be assessed. If they agree to reschedule the game, then a \$15 fee will be assessed as the reschedule fee for the team rescheduling. It should be noted a game can only be cancelled/postponed for COVID by going through your club Point of Contact.

Score Reporting

The home team is responsible for reporting game scores. In the event no score is reported, it will now be left as unreported. WMYSA will not go in and record it for those teams. Game reports are mailed in by the referees. Sometimes we get them within a few days, other times it can take as long as several months later, if not at all. This makes the recording of scores by WMYSA problematic. If it is unreported, it will be viewed as if it had never been played for standings purposes. Those teams will show one game less for each game that went unreported.



West Michigan Youth Soccer Association

Inclement Weather

A severe weather warning is defined as either a Tornado Warning, Severe Thunderstorm Warning or High Wind Warning.

If a severe weather “warning” exists in the venue’s area during game time or 2 hours prior to or 1 hour after the scheduled game time, the venue’s management or either team’s coach may reschedule the game to an alternative time and/or date without concern of forfeiture. If referees are assigned to a match that falls under these conditions, they may also be excused from officiating.

The venue management, coach or official which elects to cancel a game due to severe weather, as defined below, must contact the WMYSA Administrator Responsible for scheduling and the opposing team to inform them of their decision prior to game time. If the referee is the one making the determination they should contact WMYSA.

A Tornado Watch is issued when weather conditions are favorable for the development of severe thunderstorms called a Supercell capable of producing tornadoes. A tornado watch; therefore, implies it is also a severe thunderstorm watch.

A Tornado Warning is defined as an alert issued by national weather forecasting agencies to warn the public that severe thunderstorms with tornadoes are imminent or occurring. Immediate shelter should be sought.

A Severe Thunderstorm Watch does not necessarily mean that severe weather is occurring, only that atmospheric conditions have created a significant risk for severe weather to occur.

A Severe Thunderstorm Warning is an alert issued when trained storm spotters or a Doppler weather radar indicate that a thunderstorm is producing or will soon produce dangerously large hail or high winds, capable of causing significant damage. Immediate shelter should be sought.

A high wind warning is issued when either sustained winds of 40 mph or higher exist for one hour or more or wind gusts are 58 mph or higher for any duration. Immediate shelter should be sought.



West Michigan Youth Soccer Association

Game Day Procedures

Every team is required to print their **WMYSA Game Report Sheet** and turn into the Referee at all 8 games. This should be printed within 5 days of the game to ensure current roster information is being submitted.

The forms are found with your schedule in the GotSoccer Team Account. You need to hand write up to 5 Pass Players (2020-2021 season due to COVID) at the bottom of the list as well as crossing out the absent players. You will need to let both the opponent and referee know if you have Pass Players. *Teams playing in Elite will still only be able to pass a maximum of 3 players.*

Logging In

1. Go to www.GotSoccer.com
2. At the top right is a login button which then opens to a screen with multiple account type logins.
3. Click on Team Login (Left side)
4. Enter **TEAM** account user ID and password in the login screen

Finding & Printing the Game Report Sheet

5. Click on Event Name (2021 Spring Schedule WMYSA)

Event Registration History

Items 1 - 8 of 8

Name/Date	Type	Status	Applied	Accepted	Paid	Roster	Schedule	eTravel	Support
WMYSA Seasonal Year 2013 2014 Team Registration 8/1/2013 - 7/31/2014	League	Pending	08/10/2013	No	No	Frozen (11)	TBA	Request	Request
2013 Fall Schedule WMYSA 9/6/2013 - 11/1/2013	League	Accepted	07/19/2013	Yes	No	Default	View	Request	Request

6. Click on *Schedule Tab* in middle



7. Click on the Game # to the left of game sheet needed



8. Game sheet will download in PDF

9. Print





West Michigan Youth Soccer Association

Make sure you give the referee the WMYSA Game Report sheet. **CROSS OUT THE NAMES OF PLAYERS AND COACHES WHO ARE NOT PRESENT!** This is especially important in U13 and older age groups, as teams may register up to 22 players, but only 18 may dress for a game. It is also to ensure suspended players and coaches are not participating. If a name is not crossed out, *then the Player/Coach participated in the game.* If you have any Pass Players, they must be written at the bottom of the list. You must notify the opposing coach as well as the Center Referee of the use of Pass Players.

All adults present on the team sideline (a maximum of 3 on the bench side) must be in possession a WMYSA Pass Card showing their Risk Management information. The Risk Management cannot be expired. If an adult does not have this, he/she will not be allowed to participate under any circumstance. There must be at least one adult coach present during the game. If not, the game shall not be played, the Refs will be paid and the absence of a Coach reported to WMYSA.

If a player is not listed on your official GotSoccer roster, then they are not a legal player for your team. The names of all legally rostered players will also show up on the Game Day Report sheet.

At the end of the game, when signing the Game Report sheet - make sure the goals scored are correct, as well as the final score and any cards issued *before* signing it. Since the game report is the only official documentation for the game, any suspensions for Red or Yellow cards as well as the official score are based on this.

Each team's coach is responsible for making sure all player suspensions are served. While we try to notify each club of all suspensions it is the responsibility of each coach to know the rules and enforce them!

After the game, post the result at once on the website:

- ✓ The home team coach/manager must report the game score to the statistician through the WMYSA GotSoccer reporting procedure.
- ✓ **Elite teams** should report scores in GotSoccer for all of their games since GVSA & CASL teams do not have the Event ID and PIN to enter scores. You will also report the score as a winner in GVSA on their website at www.GVSoccer.org.
- ✓ *Any game score not reported will be left as an unplayed game in GotSoccer.*



West Michigan Youth Soccer Association

Payment for officials as follows

<u>Age Bracket</u>	<u>Fees (1 referee)</u>	<u>Fees (3 referees)</u>
U9	\$30.00	n/a
U10	\$30.00	n/a
U11, U12	\$40.00	\$30.00 / \$25.00 / \$25.00
U13	\$50.00	\$40.00 / \$30.00 / \$30.00
U15	\$55.00	\$45.00 / \$35.00 / \$35.00
U17, U19	\$60.00	\$50.00 / \$40.00 / \$40.00

If one of the assistant referees does not show, the center official does not receive additional compensation. If neither assistant referee shows, the center official should be paid at the rate of the single official listed above. Also, if one of the assistant referees does not show, use a club assistant referee or club linesman, with the single assistant referee calling offside on one end and the center referee calling offside on the end with the club assistant referee or club linesman. Referees should be paid prior to the start of the game.

DO NOT USE THE TWO-MAN SYSTEM TO REFEREE WMYSA GAMES!

Format & Length of Game

U9 & U10 Format

7 v 7 format
25 Minute Halves
Goal Size: 6 x 12

U11 & U12 Format

9 v 9 format
30 Minute Halves
Goal Size: 6 x 18

U13 Format

11 v 11 format
35 Minute Halves
Goal Size: 8 x 24

U14 Format

11 x 11 format
35 Minute Halves
Goal Size: 8 x 24

U15 Format

11 v 11 format
40 Minute Halves
Goal Size: 8 x 24

High School Format

11 v 11 format
45 Minute Halves
Goal Size: 8 x 24



West Michigan Youth Soccer Association

Entering Scores: Smart Phone or Computer

You can enter scores from your smart phone or home computer:

- A. Go to www.GotSoccer.com
- B. Click on the Scoring link



C. Enter your event id and pin from your game card, just as you would for the phone in service.

- 1. Event ID: **82505**
- 2. Pin: **1234**

D. Click **Go**



E. Enter your game number and press **Go**

- F. Next click on the **Home** team box
- G. Enter the score
- H. Click on the **Away** team box
- I. Enter the score
- J. Press **Save**



Entering Scores Using Telephone

- A. Dial: 904 758-0875
- B. Press 1 to update records
- C. Enter Event ID: **67725#**
- D. Enter Pin: **1234#**
- E. Enter Game plus #
- F. To enter Scores, press 1
- G. Enter home team score, press #
- H. Enter away team score, press #
- I. To Save scores press 1 or to Cancel press 2
- J. Once you press 1: message ~ thank you game records have been updated.



West Michigan Youth Soccer Association

Rescheduling

What do I do if we have an official COVID quarantine?

You need to work with your Club Point of Contact to verify the dates of quarantine, number of players and if the team will need to cancel before following the steps to contact the opposing team to reschedule.

When should I be rescheduling/canceling a game?

If you have a conflict and would like to change a scheduled league game, you will need to complete the procedures below with a current season reschedule form. The WMYSA Rescheduling fees are based on a time frame, the sooner it is completed, the lower the cost. Also, both teams should understand that when changes are made, the effect may be no referees will be available for the new date/time and WMYSA cannot guarantee the Referee Associations will have referees available.

What if there is severe weather?

WMYSA policy states: If a severe weather “warning” or a tornado “warning” exists in the venue’s area during game time or 2 hours prior to or 1 hour after the scheduled game time, the venue’s management or either team’s coach may reschedule the game to an alternative time and/or date without concern of forfeiture. If referees are assigned to a match under these conditions, they may also be excused from officiating. **The venue management, coach or official which elects to cancel a game due to severe weather or tornado “warnings” must contact all other parties to inform of the decision prior to game time. This includes WMYSA Scheduler and opposing team.** Inclement weather in general does not allow for coaches to cancel a game, general inclement weather must be canceled by the league or the referees at the field. The home team should then initiate the Rescheduling process. Under the reasons, it should indicate if the game was started and abandoned prior to the half or if it was canceled prior to a start and weather related.

What if we have an emergency?

On rare occasions, emergencies occur within a 48 hour window of a game and a team will need to reschedule. In this instance, the opposing team and WMYSA Scheduler should be contacted immediately to make sure everyone is aware. Afterwards, the canceling team should work to reschedule as quickly as possible.

How do we know the fields are available?

The home team should be aware of any restrictions for availability. Many of the larger complexes are used by recreational leagues and not always available for WMYSA games. [I.E. River Oaks, Kalamazoo & Portage complexes are not available on Saturday prior to 3:00.] If you are not sure



West Michigan Youth Soccer Association

contact your board to find out if there are any restrictions. Some complexes have field coordinators who can check and the WMYSA scheduler can also help look into the availability. There is also a Field Schedule link which lets you look at what WMYSA games have been scheduled on the fields. Here is the link (note, games outside of WMYSA will not show up on this link): <https://events.gotsport.com/events/fields.aspx?EventID=82505&FieldID=>

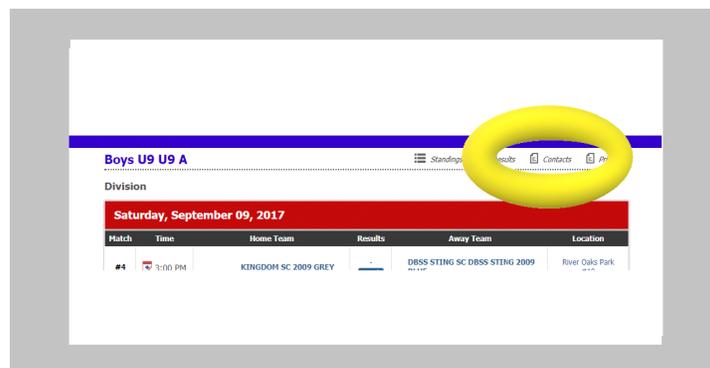
Steps to Reschedule a WMYSA League Game

Please note, there also is no guarantee with a game change referees will be available for the new date/time.

1. Contact the opposing team.
 - a. Coaches/Managers can be found by using the Chat in the Event Schedule tab. This will keep a running log of your conversation completely in GotSoccer.



- b. On the Schedule page at the top right of each division is a list of Team Contact Info. This will give you the coach/manager contact email and phone information to make contact outside of GotSoccer.





West Michigan Youth Soccer Association

WMYSA Officials Code of Conduct

For this policy, an Official is defined as a league or club board member(s), coaches, assistant coaches, managers, paid employees of the league or a club and volunteers who work with youth associated with WMYSA.

Responsibility to Players

- Officials shall not place the value of winning over the safety and welfare of players.
- Officials shall not seek unfair advantage by teaching unsporting behavior to players.
- Officials shall not encourage players to violate any Law of the Game or any rule of competition established by WMYSA (West Michigan Youth Soccer Association).

Responsibility to Opponents

- Officials shall not encourage, condone or permit any player to engage in conduct with the intent of causing an injury to an opponent.
- Officials shall not engage in any physical or verbal confrontation with an opposing player, coach or supporter.

Responsibility to the Game

- Officials shall be aware of the laws of the game and shall adhere to the spirit of the laws of the game.
- Officials shall accept responsibilities of team leadership and shall be accountable for the conduct of the players, team officials and spectators affiliated with their teams.

Responsibility to Officials

- Officials shall extend respect and courtesy to match and competition officials.
- Officials shall not incite players, team officials, or spectators into conduct towards officials that is contrary to the rules of the game.
- Officials shall employ only methods authorized by WMYSA or the rules of the competition, to pursue review of decisions by match or competition officials.

Responsibility to WMYSA and other Member Organizations

- Officials shall become aware with and comply with the rules, policies and procedures established by WMYSA and the governing organization(s).
- Officials shall refer disputes, appeals, and disciplinary reports to proper authorities as designed by WMYSA and the governing organization(s).

Responsibility Regarding Player Communication

- Officials shall comply with rules and policies pertaining to registration and player recruitment.



West Michigan Youth Soccer Association

- Officials shall not engage in any recruiting activity at any event sponsored by MSYSA until tryouts begin and up until July 31st.
- Officials shall not allow any surrogate to engage in recruiting activities prohibited by WMYSA.
- Officials shall not solicit or encourage the transfer of any player currently registered to another member organization.
- When Officials are sharing social media content with players, that information shall not contain material that is deemed inappropriate where it offends, intimidates, humiliates or bullies another person.
- When communicating through social media, officials shall not have private dialog with youth players.
- Officials shall not promise or provoke any compensation to a player as an inducement to register or play with a particular team or member organization
- Officials shall not knowingly, recklessly or negligently misrepresent or defame programs associated with a particular coach, team or member organization.

I have read this Officials Code of Conduct and understand its requirements and agree to abide by the letter and spirit of this Code of Conduct.