



BOLTON WANDERERS SOCCER CLUB

ALL STAR PROGRAM GUIDELINES

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1 COMPETITIVE PROGRAMS

Thank you for your willingness to step forward and offer your time, expertise and energy for the benefit of the Club and our youth. We appreciate the amount of time and energy that coaching a competitive team requires. As a Club, the Directors are looking for Coaches/Teams to come forward who are best prepared and able to ensure the players have a great experience representing the Club.

This manual is to assist in the application and operation of a All Star team for the Bolton Wanderers. For new coaches this package is designed as a guide to assist you in your goal of being awarded a Competitive team with the Bolton Wanderers Soccer Club (BWSC). For the returning coaches this package should assist in re-application process.

2 BWSC PROGRESSION OF PLAY POLICY

Over the past several years the Club has supported and encouraged a 'Progression of Play Policy'. This policy states that a Coach coaching a Recreation Programs team wishing to enter into competitive play should begin with an All Star team for an outdoor season, participate in a training program for the indoor session in order to prepare for the next outdoor season as a possible Select Team team.

This policy is designed to ease into the transition from the recreational league to competitive team status and to allow the Coach/Coaching team to assess the level of player / parent commitment and as well for the Club to review the team's commitment and solidarity and coaching structure.

Further, all players in an age group who wish to play in a level above Recreational League are to be evaluated and open for selection to competitive teams in the following order:

- All Star
- Select/Development
- Representative Team

2.1 All-Star Teams – U7 to U16

All-Star teams are players selected from the house league program to participate on an additional team. This "All-Star" team plays in 2 to 3 weekend tournaments throughout the summer. Players remain with their respective house league team, but also play on the "All-Star" team. Players are expected to play and practice with their house league team as well as practice and play in 1 or 2 weekend tournaments. Players are selected to play on an All-Star team through tryouts. Interested coaches wishing to coach such a team must be coaching a house league team in the Bolton Wanderers Soccer Club and should have Level One (1) Certificate or equivalent along with the necessary skills and experience to coach such a team. Any All-Star teams wanting to become a Select team must meet the criteria of the Bolton Wanderers Soccer Club before they can become a Select team. The All-Star soccer season runs from July to the end of August.

2.2 Select Teams – U7 to U16

Select teams are made up of players from various age groups representing the Bolton Wanderers Soccer Club as a "Select" team. "Select" teams are made up of players registered in the house league program between the ages of 7 and 16. All teams wanting to become a Select team must meet the criteria of the Bolton Wanderers Soccer Club before they can become a Select team. Coaches wanting to coach a Select team must apply annually to the Club and go through an interview to be approved to coach a Select team. Players are selected through tryouts and, if successful, are removed from the house league program and will participate on this team only. The team will play in the Select League in regular season play and participate in

weekend tournaments. Interested coaches wishing to coach such a team must be coaching a house league team in the Bolton Wanderers Soccer Club and should have Level Two (2) Certificate or equivalent along with the necessary skills and experience to coach such a team. The Select team soccer season runs from May to September.

2.3 REP Teams – U11 to U21

REP teams are made up of players that have passed the annual tryouts. All teams wanting to become a REP team must meet the criteria of the Bolton Wanderers Soccer Club. Coaches wanting to coach a REP team must apply annually to the Club and go through an interview process to be approved to coach a REP team. This is the only team that the player participates on. "Guest players" from the house league program can be invited to participate on a REP team but must be carded. The REP team soccer season runs year round.

3 APPLICATION TIME FRAME

3.1 All Star Teams

All coaches wishing to coach a All Star Team must submit their application by the end of May of each year. The Club will accept applications from interested individuals by sending their application to: BOLTON WANDERERS SOCCER CLUB-ALL STAR TEAM COACH APPLICANT c/o Competitive Programs Director/All Star Coordinator

4 TRYOUTS AND TEAM SELECTIONS

4.1 All Star Team Tryouts

Tryouts for All-Star teams should be conducted in the first two weeks of June. All Star teams are identified on the BWSC Web site. All tryout notifications must be posted on the BWSC Web site and in the local newspaper at least 2 weeks prior to the first session.

4.2 Attendance

Coaches must maintain an attendance register for each tryout session.

4.3 Information to parents and players

At the beginning of the tryout process, the coach is responsible to inform the parents and players of the following:

- The number of players planned for the team;
- The team and players code of conduct;
- Expectations concerning attendance at games and practices;
- A plan of activities for the upcoming season (tournaments, exhibition games, etc.);
- Potential additional costs over and above the BWSC registration fee; and
- Any other appropriate information.

4.4 Tryout Process

The coaches for each age group will supervise the tryouts. All age group coaches will participate in the selection of the entire squad of players (e.g., both Premier and Division I). Tryouts shall be conducted in a fair manner. To achieve a fair and equitable player review, If required the REP Director shall assign independent assessors to the tryouts.

4.5 Team Rosters

During the process of team selection, coaches should keep in mind that mini team rosters (i.e., U11 and younger age levels) should consist of no more than fourteen (14) players and that full

field rosters (i.e., U12 and older age levels) should consist of no more than eighteen (18). Coaches may elect to maintain a reduced roster to ensure more frequent opportunities for players to play up as frequently as possible.

4.6 Minimum Number of Sessions

Players must be given at least two (2) tryout sessions to demonstrate their skills. Players must attend at least two tryout sessions to be considered for a team.

4.7 Release Notice

Every player (parent for younger players) who unsuccessfully tries out for a position on a BWSC competitive team is to be given an explanation at the time he/she is released as to why he/she were unsuccessful.

4.8 Release Process

Coaches are reminded that there is usually a lot of stress and emotion involved in the releasing of players, particularly younger age players. The process by which players are released should be organized in a way that reduces the amount of stress and emotion. Players must be notified of release individually, in person or by telephone, and away from the tryout and not in a group setting.

5 PLAYER AND COACHES BOOKS

Player /Coach Registration Books must be completed in full for every player, Coach and Manager on your team roster. Coaches are responsible for ensuring that the player / Coach book is completed properly and completely before submission to the district office.

- All new player or coach books must have attached a copy of their birth certificate to validate, (copies of birth certificates should be returned to the players and coaches)
- On the inside cover paste a passport sized picture of the player or coach,
- Enter the player's full name and date of birth in the spaces provided,
- ALL players MUST SIGN their book regardless of age,
- Turn the page to the first unused documentation page as shown,
- Enter:
 - Team name: Bolton Wanders Soccer Club
 - Age division: U10
 - Club Name: Bolton Wanders Soccer Club
 - Club #: 2503
- Enter relevant league
 - South Region -Y –Indoor or Outdoor
- Completing the Player Book ... 0 8 1 2 9 6 Homer Simpson U10 South Region -Y – Indoor
- Write the player number beside the players picture to make validation easy
- This player book is now ready to be submitted for stamping by the Peel Halton District
- Each time your team plays indoor or outdoor the books need to get updated and stamped.
- All player books must be returned to the player when he or she leaves the team.

5.1 Individual Book or Special Requirement Stamping

- Books will be taken to the District Office once per week. It is the Coaches responsibility to assure that all documentation is complete and accurate.
- All books must be into the BWSC office 2 days prior to being taken to the District office.

- The Books will be left with the District and will be picked up the following week.

6 PLAYER COACHES AND TEAM REGISTRATION

- All competitive players **must** be listed on the team roster received in the BWSC office with the player and coaches books to get stamped (See PLAYER AND COACHES)
- All competitive Coaches, Assistant Coaches, Managers and Trainers **must** complete the registration forms and submit them to the BWSC office with the Team Roster and Books. (Forms are available on the OSA web site or at the BWSC office)

7 TOURNAMENTS

7.1 All Star Team Tournaments

- All Star teams will be allowed to enter a maximum of four (4) tournaments. The BWSC has identified tournaments that have been pre approved Tournaments. The pre approved tournaments are;
 1. Caledon East All Star Tournament
 2. Unionville All Star Tournament
 3. Brams United All Star Tournament

7.2 Tournaments Application Process

- Before entering any tournament, teams must obtain the permission of the Club and the appropriate travel permit from District. To obtain this approval, teams must complete the OSA Application to Travel Form and a Club Permission to Travel Form (available from the Club Office). Note that teams travelling outside of Ontario must first receive approval of the Club Board of Directors.
- The Club Office will coordinate the approval of these documents with the District. Once approved, the OSA Application to Travel Form will be returned to the Manager by the Club Office.
- The tournament application form (completed by the Manager) along with the Tournament Fees will be sent to the Tournament organizers by the Team Manager
- Further correspondence between the tournament and the teams (e.g. tournament schedules, maps, etc.) should be sent directly to the Team Manager.
- Managers shall ensure that they bring their authorized Application to Travel Form and OSA Player Registration Books to all tournament games. Failure to have these documents presented at tournament registration may result in disqualification of a team or player.
- All travel and accommodation arrangements for players and their parents while at tournaments are the responsibility of the individuals and not the Club.

The team should forward a report of the team performance to the Club after the tournament.

8 UNIFORMS

8.1 Competitive Programs Team Uniforms

- All Competitive team players will be required to have and wear Club issued uniforms.
- No other uniforms, track suits or equipment maybe worn except with the express written permission of the Board of Directors of the Club.
- A team may purchase certain other 'team wear' however this can not bear the Club logo or Bolton Wanderers Soccer Club name without approval from the Board of Directors
- Club colours are set out in the Constitution as White as Primary and Blue as Alternate and these colours must be the predominant colours for any team wear.

8.2 All Star Team Uniforms

All-Star team uniforms are all pre ordered by the BWSC. These uniforms are similar to the Rep uniforms but will be identified by having Bolton All Stars on the front of the Jerseys. Each player named to an All Star Team will purchase their uniforms for a nominal amount of \$40.00 each.

The All Star Team uniform package consists of;

- 1-Primary Short Sleeve Jersey (White) Logo on the front left shoulder with "All Stars" Below, Number on the back
- 1-Alternate Short Sleeve Jersey (Blue) Logo on the front left shoulder with "All Stars" Below, Number on the back
- 1-Bolton Wanderer Shorts (Blue) Number on the leg with club logo
- 1-Blue Socks

COMPETITIVE PROGRAMS COACHES PROFILE

RESPONSIBLE TO: COMPETITIVE PROGRAMS DIRECTOR

QUALIFICATIONS:

Representative Team;

- Level 3 (Senior) Coach
- Level 1 Referee

Select/Development Team;

- Level 2 (Senior) Coach
- Level 1 Referee

All Star Team;

- Level 1 (Senior) Coach
- Must be coaching House League in the BWSC

GOALS:

- Instruction in advanced soccer skills
- Positional play and individual roles on a team
- Competition at a high level of play
- Building and maintaining team chemistry while fostering individual excellence
- Encouraging commitment and self-discipline
- Playing for the 'love of the game'

ACTIVITIES:

- Weekly practice & game(s) for players (maximum number of players as set by the league)
- Tournament play - travelling and overnight stays
- Upgrading qualifications through coaching certification clinics as mandated by the Club

RESPONSIBILITIES:

- Establishment of a Coaching staff: Assistant(s), Manager, Trainer (if you are coaching a female Rep Team the trainer or one of the assistant coaches must be female) in accordance with Club Policy
- Establish a Team bank account with two independent signatures in accordance with Club Policy
- Team Committees with assigned responsibilities as determined by Coach and facilitated through the Team Manager
- Seek approval for all media, fund raising and tournaments in accordance with Club Policy
- Establish behaviour expectations on part of players and parents
- Extensive knowledge of the Game
- Attendance at Competitive Coaches' meetings
- Participation in all related coaching clinics as established by the Club

- Familiarity with Club policies pertaining to Competitive teams
- Familiarity with the Club's Competitive Coaches' Code of Conduct
- Background in injury prevention and management
- Adherence to coaching standards as set by the club

BOUNDARIES/ LIMITATIONS:

- Shall never be alone with a player
- Shall not be responsible for transportation to/from practices/games/tournaments
- Shall not be responsible for water or snacks
- Shall be a role model - no drugs/alcohol/smoking or abusive language at practices/games/tournaments
- Shall comply with the Dress Code as defined by the Club
- Shall adhere to OSA and Club policies
- Shall embrace Club values, principles, and policy as per Club Constitution
- Shall demonstrate the ability to set and maintain standards for players (i.e. respect, self-discipline, fair play)

SKILLS/QUALIFICATIONS/EXPERIENCE:

- As set by the Club and the League in the team plays
- Knowledge of all aspects of the Game
- Experience as a player with ability to instruct through demonstration
- Ability to relate to the 'age' of the player
- Minimum age requirement - 18

PERSONAL TRAITS/QUALITIES:

- Interest
- Positive role model
- Fair-minded, sportsmanlike approach
- Ability to communicate with players, parents, and officials
- Patience, understanding and a sense of humour
- Ability to exercise good judgement and to discipline in accordance with Club
- General Policy and Competitive Coaches' Code of Conduct

ORIENTATION TRAINING:

- Maintaining coaching levels as established by the OSA/ Club/ League
- Awareness of personal health issues and safety practices
- Clear understanding of Club policy regarding Competitive team matters

SUPPORT/SUPERVISION & EVALUATION:

- Club Head Coach will be in attendance at random practices and/or games
- Respond to directives from Representative Team Director
- Player/ Parent evaluation forms as per Club policy

MANDATORY ACTIVITIES:

- Clinics as mandated by the Club
- Attend meetings as mandated by the Club
- Weekly practice(s) and game(s)/tournaments
- Player evaluation and selection
- Communication with parents

WORKING CONDITIONS:

- Indoors/Outdoors - variety of practice conditions
- Times for practices
- Commitment from approval by Selection Committee to end of season

SCREENING MEASURES:

- Competitive team application form with personal references to be checked
- Interview(s) with Competitive Team Selection Committee
- Mandatory Police Records Check
- Documented monitoring by Club Representative(s)

COACHING CODE OF CONDUCT

Commitment:

- A coach's commitment is to improve the performance of the players and the team physically and mentally.
- A player needs to participate in a high quality soccer program in a positive atmosphere. (Suggest: A coach needs to provide a high quality soccer program for players within a positive environment/atmosphere.)

Know Your Subject:

- A Coach must be thoroughly acquainted with FIFA Laws of the Game and they must keep attuned to the sound principles of Coaching.

Respect:

- Coaches must respect all human beings ie, players, and officials. Opponents and officials must be treated with respect.
- Players must be coached to win within the laws of the Game.

Enthusiasm:

- Coaches must be enthusiastic and positive. They must ensure that they are generous with their praise when deserved.

Personal Conduct:

- A Coach must maintain the high standards of personal conduct and fair play. Coaches should never be involved in any circumstance, which is offensive or suggests sexual connotations.

I fully understand that this is a club competitive team and agreed to the role and position as defined by the coach's profile and competitive coach's code of conduct. I have read and understand the competitive program guide and have accurately completed the application and screening forms.

Print Name

Date

Signature

Witness