



# Coach Information U13-U19

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Outdoor 2024

# Governance of Soccer

**FIFA**<sup>®</sup>

*For the Game. For the World.*



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<https://albertasoccer.com/>



<https://emsamain.com/>

<https://emsanorth.com/>





ENZSA  
Executive  
Board

- **Bryan Payne**  
President  
Email: [bryanp@emsanorth.ca](mailto:bryanp@emsanorth.ca)
- **Mirka Griffith**  
Vice President  
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- **Danny Da Silva**  
Treasurer  
Email: [dannyd@emsanorth.ca](mailto:dannyd@emsanorth.ca)
- **Brandy Albulescu**  
Community Director  
Email: [brandya@emsanorth.ca](mailto:brandya@emsanorth.ca)

# ENZSA Community Soccer Directors



- **BATURYN**  
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E-mail: [darkobrkin@hotmail.com](mailto:darkobrkin@hotmail.com)
- **CAERNARVON**  
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- **CARLISLE**  
Director: Rob Lewis  
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- **CUMBERLAND/OXFORD (COCL)**  
Director: Eric Lyseng  
E-mail: [soccer@cocl.org](mailto:soccer@cocl.org)
- **DELTON**  
Director: Laura Cassady  
E-mail: [soccer@deltoncommunity.com](mailto:soccer@deltoncommunity.com)
- **DUNLUCE**  
Director: Dana Trendall  
E-mail: [dtrendall@dunlucecl.ca](mailto:dtrendall@dunlucecl.ca)
- **GRIESBACH**  
Director: Simon Chin  
E-mail: [sports@griesbachcommunity.com](mailto:sports@griesbachcommunity.com)
- **HORSE HILL**  
Director: Monica Cameron  
E-mail: [horsehillsports@gmail.com](mailto:horsehillsports@gmail.com)
- **LAGO LINDO**  
Director: Cliff & Lori Ziegler  
E-mail: [soccer@lagolindo.ca](mailto:soccer@lagolindo.ca)
- **LORELEI/BEAUMARIS**  
Director: Anthony Villeneuve  
E-mail: [soccerlbcl@gmail.com](mailto:soccerlbcl@gmail.com)
- **NEWTON**  
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- **SOUTH CLAREVIEW**  
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- **WELLINGTON**  
Director: Aviva Addo  
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# Community Technical Leads

## **Stefan & Dejan Gajic**

Community Technical Leads

Email: [techcoach@emsanorth.ca](mailto:techcoach@emsanorth.ca)

- Coaching Resources
- Player Engagement through Coach Development
- Coach Advice/Guidance
- Coach Advocate
- Coach Training Adviser



# ENZSA Staff

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## EMSA North Office

### **Kylee Webster**

Executive Director

Ph: 780-406-0798 Ext. 4

Email: [programs@emsanorth.ca](mailto:programs@emsanorth.ca)

### **Megan Locher**

Executive Assistant

Ph: 780-406-0798 Ext. 1

Email: [socceroffice@emsanorth.ca](mailto:socceroffice@emsanorth.ca)

### **Ryleigh Bridges**

Scheduling Coordinator

Ph: 780-406-0798 Ext. 3

Email: [scheduling@emsanorth.ca](mailto:scheduling@emsanorth.ca)

### **Cindy Jara**

Office Staff

Email: [staff@emsanorth.ca](mailto:staff@emsanorth.ca)

## Affiliate Program Staff

### **Luan Tran**

NSU Club Administrator

Email: [Luan.Tran@anixter.com](mailto:Luan.Tran@anixter.com)

### **Carol Stanczak**

Fort Saskatchewan

Administrator

Email: [info@fortsasksoccer.ca](mailto:info@fortsasksoccer.ca)

# North Zone Age Level Director (ALD)

- Assists In team formation with Soccer Directors
- Acts as liaison between the North Zone Board and the Community Soccer Directors on matters pertaining to the respective age group.
- Main contact for coaches regarding team formation.
- Assist in outdoor schedule groupings and team formation issues resolution.

**U13: Candice Bevan**

[U13ald@emsanorth.ca](mailto:U13ald@emsanorth.ca)

**U15: Candice Bevan**

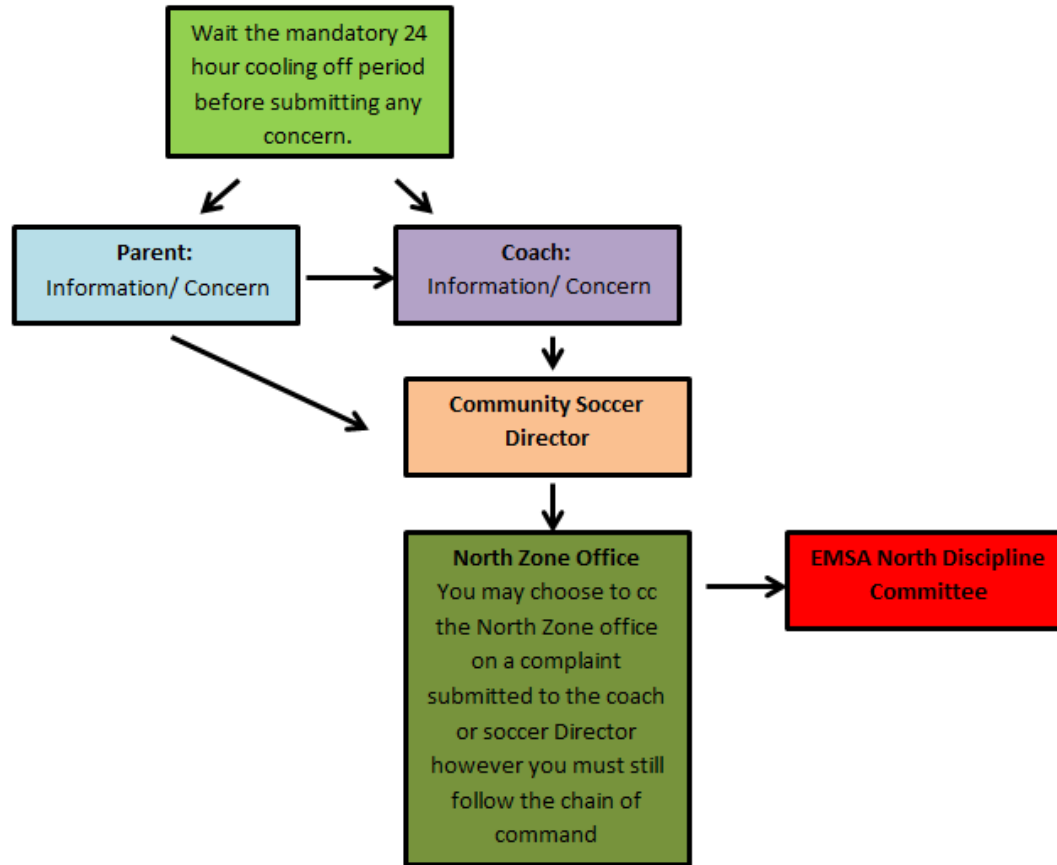
[U15ald@emsanorth.ca](mailto:U15ald@emsanorth.ca)

**U17/U19: Candice Bevan**

[U17.U19ald@emsanorth.ca](mailto:U17.U19ald@emsanorth.ca)



# EMSA North Chain of Communication



# Coaching Requirements

By committing to be a Team Official (Coach, Assistant Coach or Manager), you are committing to providing a safe place for youth in sport.

You commit to a Code of Conduct + to obtain the required certifications in order to provide the level of training for our athletes that is safe, fair, age appropriate and engaging.

Please be advised that all required Coach Training courses are fully refundable back to you once you have successfully completed!

The next few slides will go through the requirements for Team Officials

You can also discover the specific requirements for your role + age group you are volunteering for by completing the COACH CHECKLIST in the link below.

Follow this link to learn what the requirements are for your role!



<https://fs4.formsite.com/socceroffice/riyjpgnqsw/index.html>

# Coaching Requirements

## REQUIREMENT

### RULE OF TWO

The goal of the **Rule of Two** is to ensure all interactions and communications are open, observable and justifiable. Its purpose is to protect participants (especially minors) and coaches in potentially vulnerable situations by ensuring more than one adult is present. There may be exceptions for emergency situations.



### GOOD RULE OF TWO IMPLEMENTATION PRACTICES

- The coach is never alone and out of sight with a participant without another screened coach or screened adult (parent or volunteer) present.
- Allow training environment to be open to observation.
- Ensure a participant rides in a coach's vehicle with another adult present.
- Consider the gender of the participant(s) when selecting the screened coaches and volunteers who are present.
- Eliminate one-to-one electronic messaging. Ensure that all communications are sent to the group and/or include parents.

**Learn more:** [coach.ca/responsiblecoaching](http://coach.ca/responsiblecoaching)

# Coaching Requirements

REMINDER USE THIS LINK BELOW TO CHECK OFF ALL ITEMS ON THE LIST OF REQUIREMENTS



<https://fs4.formsite.com/socceroffice/riyjpgnqsw/index.html>

1. Register as a Team Official in the EMSA Soccer Portal / Coach Code of Conduct  
[www.emsasoccerportal.com](http://www.emsasoccerportal.com)  
<https://emsanorth.com/wp-content/uploads/2022/09/Codes-of-Conduct.pdf>
2. Obtain a Digital EMSA ID Card (valid 3 yrs)  
<https://fs4.formsite.com/socceroffice/6zendjbayq/index>
3. Become Screened and obtain a valid Security Clearance (valid 3 yrs) email Megan [socceroffice@emsanorth.ca](mailto:socceroffice@emsanorth.ca)
4. Obtain a NCCP Number to set up a Team Official Transcript.  
<https://thelocker.coach.ca/account/login?ReturnUrl=%2f>
5. Head Coaches, Assistant Coaches, and Managers: Complete the Respect In Sport email Ryleigh at [scheduling@emsanorth.ca](mailto:scheduling@emsanorth.ca)
6. For Head Coaches and Assistant Coaches: Complete the NCCP Coach Pathway Course (Soccer For Life) <https://canada-soccer.myshopify.com/collections/grassroots-coaching-education-program>
7. For Head Coaches and Assistant Coaches: Complete Safe Sport Roster Training  
<https://thelocker.coach.ca/account/login?ReturnUrl=%2fonlinelearning>
  - NCCP Making Head Way Module
  - NCCP Emergency Action Planning Module
  - NCCP Rule of Two

# Coaching Pathway

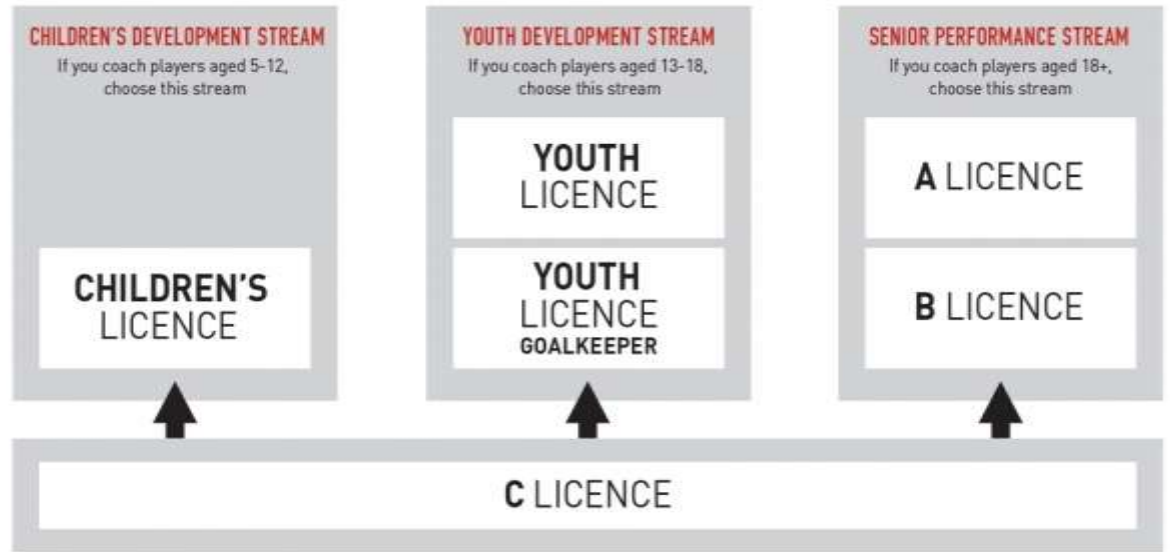


## CANADA SOCCER COACH EDUCATION PATHWAY



### LICENSING STREAM WORKSHOPS

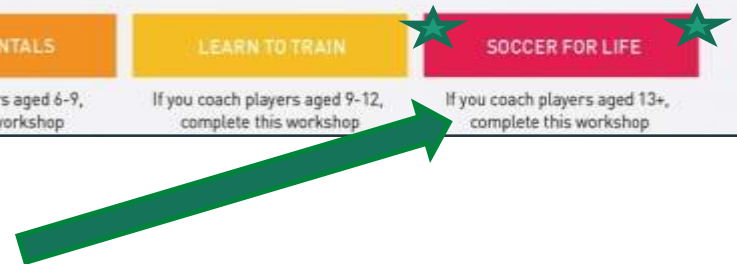
ONLINE MODULES + PRACTICAL WORKSHOPS + EVALUATIONS



### COMMUNITY STREAM WORKSHOPS ONLINE MODULE + PRACTICAL WORKSHOP



You are here  
(Soccer For Life)





# Community Stream Workshops

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- ✓ Active Start (U5-U7)
- ✓ FUNdamentals (U9)
- ✓ Learn to Train (U11)
- ✓ Soccer For Life (U13+)
- ✓ Making Ethical Decisions (U13+)

# Soccer For Life - U13+

- Our Developmental program follows Canada Soccer and FIFA endorsed Preferred Training Model.
  - This program focuses attention on working with players between the ages of 13 through to “master's soccer” which includes a wide array of participants who play for fun and fitness, those who enjoy recreational soccer, as well as those who prefer to play competitively but not at the high-performance level.
- This complete workshop also includes NCCP Making Ethical Decisions Module

# Respect in Sport

- All team officials require this course as per Canada Soccer (including Team Managers)
- Much like what is already in effect within the hockey community, soccer will be adopting this training mechanism as a tool to make the soccer pitch a fun and friendly environment, free of abusive behavior.
- This will only lend itself to making our game what it is intended to be... "The World's Beautiful Game."
- Email: [scheduling@emsanorth.ca](mailto:scheduling@emsanorth.ca) to obtain your course key. This course is valid for 5 years after successful completion





# Coach Training Cheat Sheet for Head & Assistant Coaches

\*Managers only need Respect in Sport\*

	U13	U15	U17	U19
Active Start				
FUNdamentals				
Learn to Train				
Soccer for Life	X	X	X	X
Respect in Sport	X	X	X	X
Making Ethical Decisions	X	X	X	X
Making Headway	X	X	X	X
Emergency Action Plan	X	X	X	X
Rule of Two	X	X	X	X

Link for Soccer for Life Course – PAID Course

<https://canada-soccer.myshopify.com/collections/grassroots-coaching-education-program/products/soccer-for-life>

Making Ethical Decisions – PAID Course Zoom

<https://coach.ca/nccp-make-ethical-decisions>

Reimbursement Link:

<https://fs4.formsite.com/socceroffice/yfb9slk3ou/index>

Respect in Sport – FREE! Email for Code

[scheduling@emsanorth.ca](mailto:scheduling@emsanorth.ca)

Link for Locker Courses – FREE found in Locker

Making Headway: <https://coach.ca/nccp-making-head-way-soccer>

EAP: <https://coach.ca/nccp-emergency-action-plan>

Rule of Two: <https://coach.ca/understanding-rule-two>

# Coaches Kit & Forms

The U13+ league is managed and scheduled by EMSA Main therefore it is **mandatory** to read the rules, the forms and memos found on the EMSA Main website.

Link to Kit:

<https://emsamain.com/seasoninfo/outdoorseason/team-official-resources/>

# Rules of Game

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Read the EMSA Rules and Regulations Here:

<https://emsamain.com/wp-content/uploads/2024/03/EMSA-Rules-and-Regulations-v2024-2025.pdf>

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Complete the Rules & Regulation Form found in the Coaches Kit and submit it to EMSA Main by April 25<sup>th</sup> at 9:00am

[https://docs.google.com/forms/d/1o-4KM0gq9mEi6rjCzl1iz4aeAspS0B27wiOgGrt5l2o/viewform?edit\\_requested=true](https://docs.google.com/forms/d/1o-4KM0gq9mEi6rjCzl1iz4aeAspS0B27wiOgGrt5l2o/viewform?edit_requested=true)

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Read the Laws of the Game Here:

<https://downloads.theifab.com/downloads/laws-of-the-game-2023-24?l=en>

# Trialists & Team Officials on the Bench

## What is a Trialist?

- Player from a lower tier or lower age group playing for your team, often used if your team is short.
- Review Trialist Rule on EMSA Rules particularly requirements to note on game sheet and maximum number of games player can play. Rules have changed for 2024 season: 3 trialists can be used for 5 league games, trialists can only play up max one age group
- **NO EIYSA players are permitted to play on EMSA teams**
- Trialist Form must be submitted with game sheet to Referee: The form can be found here: <https://emsamain.com/wp-content/uploads/2024/02/Trialist-Form-Outdoor-2024.pdf>
- Tournaments: Check rules, some tournaments allow same tier trialists.
- Club players as Trialists are not allowed

## Team Officials on the Bench

- The EMSA regular season league play permits a maximum of four (4) team officials on the bench, one of which must be of the same gender as the team's players.
- All Team officials must produce an official I.D. card/e-card to be permitted on the bench.
- If a team official participates without their ID card (or electronic copy) the team will default the game and the team official is suspended.
- If Team Officials cannot show their EMSA e-card, they are NOT permitted to be marked down on the game sheet as a bench attendant. If this is done, it is considered participating without their I.D. card and the game will be forfeited and the coach suspended.

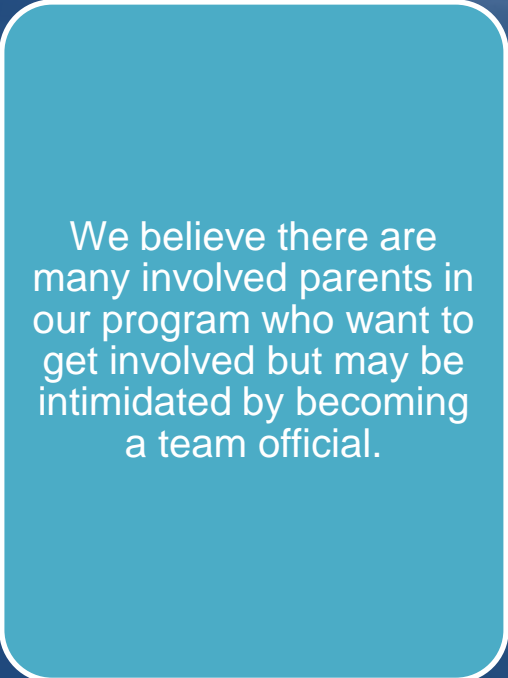
# What is a Bench Attendant ?

If you have a registered team official on the bench and listed on the game sheet that is the same gender as the team, then it is not mandatory that you have a bench attendant. You can still have a bench attendant if you wish to help, but they can be any gender.

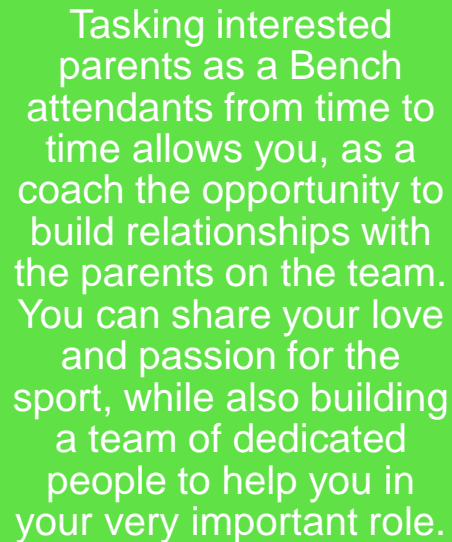
- **If you do not have a registered team official on the bench that is the same gender as the team, then it is mandatory that you have a bench attendant that is the same gender as the team.**
- Bench attendants must be **at least 18 years of age.**
- One bench attendant per game is permitted.
- At no time can a registered team official on your team (coach, assistant coach or manager) be written down on the bench attendant line of your game sheet. **If a person is a registered team official that appears on your EMSA Portal Roster, then they must be marked down on one of the team official lines.**
- **If a team official cannot produce their EMSA e-card/District ID card they cannot be marked down as a bench attendant instead.**
- The bench attendant is included in the 4 maximum non-playing personnel on the bench. This means if you are using a bench attendant, then you can only have three (3) other team officials on the bench as the bench attendant would be the 4th.
- Bench attendants do not need an EMSA or District I.D. card, but they have to show a form of government issued photo I.D. to the referee to prove their identity for those divisions that require I.D. cards.
- If the bench attendant is removed from the game by the referee due to misconduct, the head coach or the bench attendant will serve any suspension issued.
- It is recommended that the bench attendant attend to any injured player on the field, however any team official (regardless of gender) is permitted to assist the injured player once given permission to enter the field from the referee.

# Why we suggest you use Bench Attendants

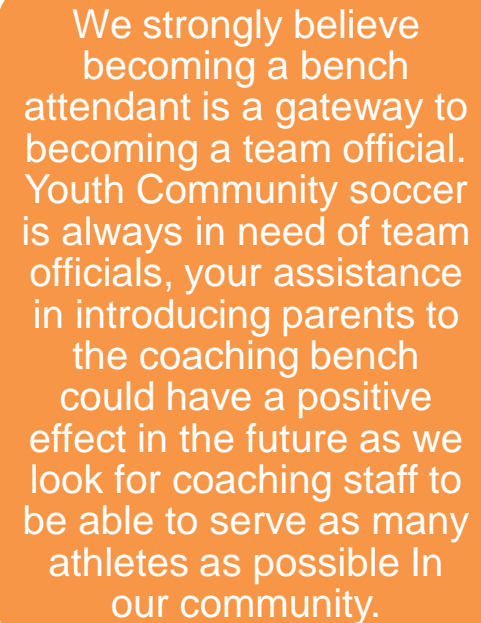
We believe there are many involved parents in our program who want to get involved but may be intimidated by becoming a team official.



Tasking interested parents as a Bench attendants from time to time allows you, as a coach the opportunity to build relationships with the parents on the team. You can share your love and passion for the sport, while also building a team of dedicated people to help you in your very important role.



We strongly believe becoming a bench attendant is a gateway to becoming a team official. Youth Community soccer is always in need of team officials, your assistance in introducing parents to the coaching bench could have a positive effect in the future as we look for coaching staff to be able to serve as many athletes as possible in our community.



# U13 – U19 Tentative Play Schedule

- A game shall only be declared valid if, in the referee's determination, at least 2/3 of the game has lapsed
- All efforts will be made for a game that is cancelled to be rescheduled on the set reschedule date. However, is not enough time remains in the round, or field or ref are not available an alternate date may be selected. The EMSA Main league director will send out notice of the reschedule through auto generated messaging in the Portal.

Age Group	Game/ Train Days	Reschedule Dates	Halves	2/3 of game	Format	Ball Size	Min # of Players needed	Max # of players needed	Tournament	Post Season	Scoring	Game Sheets	Refs
U13	SUN & TUES	WED/THURS	40X2	53.33 MIN	11V11	5	7	20	SUMMER DRIZZLER	CITIES T5 T6 T4 PROVINCIALS	YES	YES	YES
U15	MON & THUR	TUE OR WED	45X2	60 MIN	11V11	5	7	20	SUMMER DRIZZLER	CITIES T5 T6 T4 PROVINCIALS	YES	YES	YES
U17	SUN & WED	TUE	45X2	60 MIN	11V11	5	7	20	SUMMER DRIZZLER	CITIES T5 T6 T4 PROVINCIALS	YES	YES	YES
U19	MON & THURS	WED	45X2	60 MIN	11V11	5	7	20	SUMMER DRIZZLER	CITIES T5 T6 T4 PROVINCIALS	YES	YES	YES

- Unless fields are closed you MUST show up to your game or your team forfeits
- Once on the field only the ref has the option to call the game
- If a ref calls a game prior to the 2/3-mark email [jennad@emsamain.com](mailto:jennad@emsamain.com) to request a reschedule. Process found here: <https://emsamain.com/wp-content/uploads/2023/03/Community-Tier-4-Lower-Rain-Storm-Outs-Air-Quality-or-Fields-Closed-2023.pdf>
- The only other time you can request a game reschedule for Tournaments/Grads/ Exams. The process can be found here: <https://emsamain.com/wp-content/uploads/2023/02/Community-Tier-4-and-lower-Rescheduling-Requests-Outdoor-2023.pdf>

# Sample Training Plan U13+

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<https://emsanorth.com/wp-content/uploads/2022/03/U13-FULL-MODEL-SESSION-PLAN-.pdf>

# EMSA NORTH

## U13+ FULL MODEL SESSION PLAN



## Schedules & Standings U13 – U19

- Schedules created by EMSA Main.
- Schedules available at [EMSA Main Schedules Tab](#) or EMSA Portal Coach Login.
- U13 – U19 is a **three-round tiering** where enough teams exist, and teams will be re-tiered after each round to balance out strength/skills.

# Post Season Play



City Finals (all tiers): July 1<sup>st</sup> – 7<sup>th</sup>  
Tier 4 Provincials – July 19<sup>th</sup> – 21<sup>st</sup>

Teams must declare to EMSA Main if they wish to participate in post season, if they qualify

You must indicate if your team will be attending post season or not by June 10<sup>th</sup> please [CLICK HERE](#)

# Coaching Requirement for Provincials

7.6. One staff member from each team involved in the Provincial Championships must fulfill the coaching requirements for the appropriate level as per the chart below. This qualified staff member must be present at each game of the Provincial Championships:

Competition	Coaching Requirement	Strongly Recommended
U15, U17 Tier 1	C License Trained <u>OR</u> Higher	<a href="#">Making Ethical Decisions</a>
U13 Tier 1	Soccer For Life + MED <u>OR</u> Higher	<a href="#">Making Ethical Decisions</a>
U15+, Tiers 2-4	Soccer For Life Trained	<a href="#">Making Ethical Decisions</a>
U13, Tiers 2-4	Learn to Train <u>OR</u> Soccer For Life	<a href="#">Making Ethical Decisions</a>

\*Special Note:  
to be considered  
**“Trained”** You must  
have completed the  
**applicable course  
Theory + Practical**  
portion along with  
the **Making Ethical  
Decisions Course**. If  
all 3 are NOT  
completed, you will  
not be considered  
“Trained”

# ENZSA Summer Drizzler



- June 14<sup>th</sup> – 16<sup>th</sup>
  - U11 \$500
  - U13+ \$575
- Represent the NORTH ZONE!
- Each team is guaranteed 3 games
- Each team gets a pizza party!
- Registration will be accepted online from March 18<sup>th</sup> – May 30<sup>th</sup>  
<https://summerdrizzler.com/>

GOLD, SILVER, & BRONZE  
MEDALS AWARDED!!

# Equipment

## **Players to Bring**

**send an email to parents prior to the season beginning to inform everyone of the equipment requirements**

- Jersey (supplied by Community)
- Shorts
- Shin Pads
- Socks that cover shin pads
- Outdoor soccer Cleats
- Water Bottle

## **Coach to Bring**

**Provided by the community unless stated otherwise**

- 2 suitable game balls
- Game Sheet (Both HOME and AWAY must bring a completed game sheet)
- Electronic copy of all EMSA ID Cards for the Team (U9&U11 Team Officials only , U13+ All Players and Team officials)
- Home team enters in score on the EMSA soccer portal by next business day
- Net
- Cones
- Flags (3)
- Pinnies – (home team)
- First Aid Kit

If you haven't received your equipment or heard from your Soccer Director by Friday April 26<sup>th</sup> please email Cindy at [staff@emsanorth.ca](mailto:staff@emsanorth.ca)



# Game Sheets

With Referees come game sheets. This makes the game a legal official game. Game sheets and referees are Mandatory for this age group. The EMSA Programs have moved away from Game sheet Books and now the home team will download the game sheet.

## **Some Special Considerations with this new online game sheet.**

- The coach must enter in the Jersey numbers of their players prior to the first game so that this is available on the game sheet.
- Both teams must download the game sheet for a game. Any registered team official who is on the registered team's ASA roster will have access to print and download their home game, game sheets
- Both teams should arrive on the field 30 minutes prior to the game start time
- TIP: Please make sure all of your coaches/managers have blank copies of game sheets with them in their car or coach bag, this will ensure if the official with the printed sheet is running late or is sick, there is an option to fill in the team information by hand on the printed blank game sheet.
- Failure to produce a game sheet within 10 minutes of the kickoff time results in the home teams' automatic default of the game.
- Incorrectly filled out game sheets can be subject to administration fees

# HOW TO Electronic Game Sheets

- Electronic Game Sheet Procedure [CLICK HERE](#)
- How to Enter Jersey Numbers for your Game Sheets [CLICK HERE](#)
- Download & Print Game Sheets [CLICK HERE](#)
- Download EMSA Digital ID Cards [CLICK HERE](#)
- How to Score Games in the EMSA Soccer Portal [CLICK HERE](#)
- Blank Game Sheets (Keep a bunch on hand in case you forget to bring yours) [CLICK HERE](#)

## **Submitting the Game Sheet to EMSA Main:**

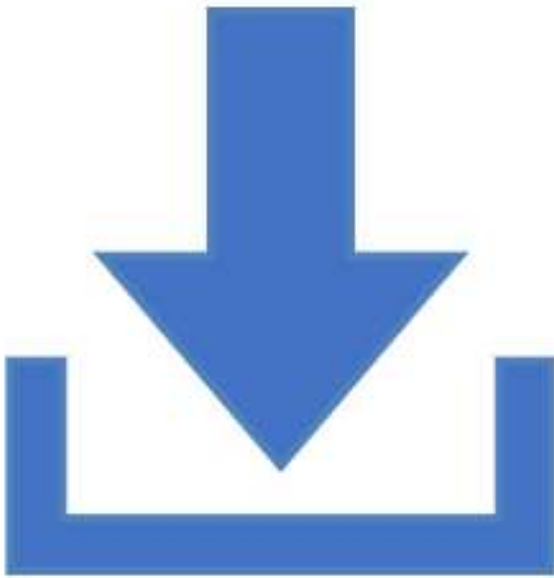
The home team will be required to get the master game sheet from the referee at the end of the game along with any trialist or permission forms from both teams. The game sheet and trialist forms then need to be sent to the EMSA office by 1pm the day after the game by one of the following methods:

- Drop off at the EMSA Office: 6520 Roper Road
- Fax: 780.490.1652
- Take photos with your cell phone or scan the sheets and email them to: Community Game Sheets go only to: [communitygamesheets@gmail.com](mailto:communitygamesheets@gmail.com)

**EMSA ISSUES ADMINISTRATION FEES TO TEAMS IF THEIR GAME SHEETS ARE NOT SUBMITTED BY THE DEADLINE**

# Electronic Game Sheet Download

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- Both Teams are responsible for downloading and printing a copy of the Game Sheet. Both team's information must be completed on their game sheet.
- At the field, get the Away Team to mark down their Team Officials and Referee Liaison
- Both teams must sign the game sheets
- The Home Team must score the game in the portal by 9:00am the next day.
- PRO TIP: Have one team official dedicated to entering the score in the EMSA soccer portal immediately following the completion of the game. This can be done easily on a cell phone
- EMSA Main Issues fines to teams if games are not scored by the deadline



# Scoring the Game Online

**The home team is responsible to score the game in the emsa soccer portal by 9am the next day following the game played.**

When you enter the score into the EMSA Soccer Portal this is what makes standings visible on the website, this information is also used and required for the league to tier and regroup teams in rounds.

PRO TIP: Have one team official dedicated to entering the score in the emsa soccer portal immediately following the completion of the game. This can be done easily on a cell phone.

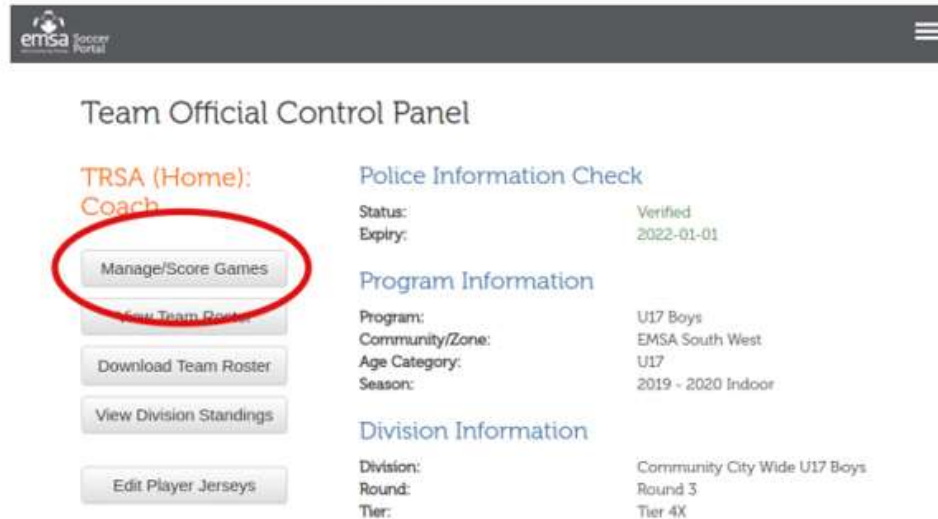
[CLICK HERE](#) for Instructions on how to score you game online

**Teams failing to score the game sheet online by the deadline could be subject to administration penalties.**

## Electronic Game Sheet Download:

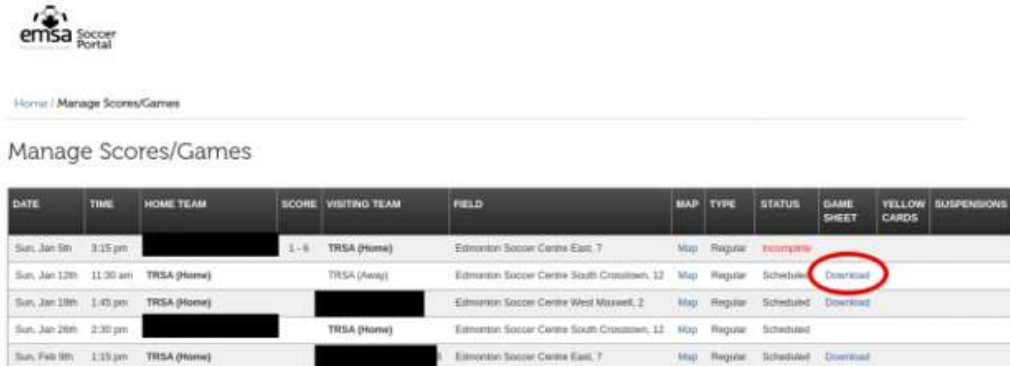
The HOME team is responsible for downloading and printing one copy of the "Master Game Sheet". Both team's game information will be on the ONE master game sheet. Please see other Memo regarding Game Sheet instructions on what both teams need to do to complete their section of the one Master Game Sheet.

- **Step 1:** Log Into the EMSA Portal and click on the "Manage/Score Games" button in the Team Official Control Panel:



The screenshot shows the EMSA Soccer Portal interface. On the left, under "TRSA (Home): Coach", the "Manage/Score Games" button is circled in red. Other buttons include "View Team Roster", "Download Team Roster", "View Division Standings", and "Edit Player Jerseys". On the right, there are sections for "Police Information Check" (Status: Verified, Expiry: 2022-01-01), "Program Information" (Program: U17 Boys, Community/Zone: EMSA South West, Age Category: U17, Season: 2019 - 2020 Indoor), and "Division Information" (Division: Community City Wide U17 Boys, Round: Round 3, Tier: Tier 4X).

- **Step 2:** Find the game in the table and click the "Download" link under the "Game Sheet" column and the game sheet will automatically download. **NOTE: ONLY the HOME TEAM will be able to download the "Master Game Sheet".**



The screenshot shows the "Manage Scores/Games" page in the EMSA Soccer Portal. It features a table with the following columns: DATE, TIME, HOME TEAM, SCORE, VISITING TEAM, FIELD, MAP, TYPE, STATUS, GAME SHEET, YELLOW CARDS, and SUSPENSIONS. The "Download" link in the "GAME SHEET" column for the game on Sun, Jan 12th is circled in red.

DATE	TIME	HOME TEAM	SCORE	VISITING TEAM	FIELD	MAP	TYPE	STATUS	GAME SHEET	YELLOW CARDS	SUSPENSIONS
Sun, Jan 5th	3:15 pm	[REDACTED]	1 - 6	TRSA (Home)	Edmonton Soccer Centre East, 7	Map	Regular	Incomplete			
Sun, Jan 12th	11:30 am	TRSA (Home)		TRSA (Away)	Edmonton Soccer Centre South Crossman, 12	Map	Regular	Scheduled	Download		
Sun, Jan 19th	1:45 pm	TRSA (Home)		[REDACTED]	Edmonton Soccer Centre West Maxwell, 2	Map	Regular	Scheduled			
Sun, Jan 26th	2:30 pm	[REDACTED]		TRSA (Home)	Edmonton Soccer Centre South Crossman, 12	Map	Regular	Scheduled			
Sun, Feb 9th	1:15 pm	TRSA (Home)		[REDACTED]	Edmonton Soccer Centre East, 7	Map	Regular	Scheduled	Download		

# Referee Information

## Coach Expectations:

- You will have 1 center & 2 linesman refs assigned to your league games
- The Zone will pay the referee based on the game sheet submission.
- Coaches and/or parents are NOT allowed on the field unless there is an injury; the referee has stopped the game and has waved you on.
- The referee is in charge of the game and the ref's call is final. Please remember that at you may have young referees and they will be learning as well, so treat the referee with respect. Referees won't always make the right call, but it is only a game and there will be many games to follow
- You will assign a referee Liaison at each game

## Referee Expectations:

- All referees treat players, coaches, parents and each other with respect.
- Referees will wear the appropriate uniform to all games.
- It is expected that all referees will inform the Assignor if there is a no-show of a team.
- It is expected that referees will honor their assignments and will not turn back or switch games because of pay or other reasons.

# Referee No Show

Please follow this process if your CENTER referee is a no-show: **(you can still play a game if the linesman is absent)**

- Have your Referee Liaison contact the referee assignor
- If you are unable to get a hold of your Referee Assignor or he/she is unable to send you a referee, you may have someone who is present ref your game as long as both coaches are in agreement on the person. PLEASE DO NOT CANCEL YOUR GAME DUE TO A REF NO SHOW
- Please indicate on the game sheet that you are using a parent or coach referee, along with the contact information for that parent or coach so that they can receive payment.

## REFEREE ASSIGNOR CONTACT INFORMATION

**Referee Assignor:** Paull Cameron

**E-mail:** [refpaul@emsanorth.ca](mailto:refpaul@emsanorth.ca)

**Phone Number:** 780.721.1683

PLEASE NOTE: If you start the game with a substitute referee that means that both coaches have agreed and there can be no argument after the game because the coaching staff didn't like how the substitute referee handled the game. The game will stand as is.

# Referee Review

Respect the Referees!

The Referee is the Match Official.

If the weather is bad, the Referee will make the decision to cancel the game.

If the Referee does not show, the game can proceed  
(Each team Ref one half or agree)

Make note on game sheet of Ref No Show

The game can not be disputed.

TIP: Send  
this  
information  
to your  
Referee  
Liaison!!

# Referee Liaison Program

The referee Liaison program was introduced in order to discourage and limit referee abuse. When these young referees are not being treated with respect or given the opportunity to learn or gain experience we drive them away from the program.

No referees = no soccer games.

This is why the referee Liaison role is such an important part of our program. Each team at every game must have 1 assigned referee Liaison. This is 1 person who is chosen to be the advocate for the referee on the field. This person cannot be a coach or an assistant coach.

The person that does take on this role however **MUST BE** strong willed, able to speak up to the team's parents and/or coaches when they witness behavior that is negative or unsportsmanlike towards the referees.

The referee liaison is such an important role, much like the minimum number of players needed to play a game, there must be one appointed liaison at each game to avoid a default win for the other team. If the team is missing it's liaison they have a grace period of 10 minutes to appoint. The name of the Liaison **MUST** be marked on the game sheet and be wearing the Referee Liaison Lanyard visible to the referee.



# Referee Liaison Duties



## AS THE COACH YOU MUST DISTRIBUTE THESE DUTIES TO YOUR REFEREE LIAISON PRIOR TO THE GAME

- Please introduce yourself to the referee prior to the start of the game and tell them that you are here to help them if they require.
- Please wear the identifying lanyard (over any outerwear) so you can easily be identified.
- Place yourself in the middle of your team spectators
- Monitor the behavior of your teams' parents & coaches. Be visible the whole game including half time and be ready to assist the referee if needed.
- Quickly diffuse potential problems before they arise by either being visible or calmly speaking with the individual(s) involved.
- Deal with, and act on, inappropriate comments, gestures and/or general unsporting behavior directed at referees, players or any other individual by your teams' spectators or coaches but please avoid getting into a confrontation.
- Submit a brief report in writing to the EMSA office of any incident that you feel the EMSA should be aware of involving inappropriate behavior by ANY individual. Based on any official report, the EMSA will conduct an investigation into the incident and act accordingly. The chain of communication must be followed for any reports.

**REMEMBER AS THE REFEREE LIAISON YOU ARE THE CHOSEN ADVOCATE FOR THAT REFEREE AND YOUR JOB IS TO ENSURE THEY ARE TREATED FAIRLY BY YOUR TEAM. YOUR JOB IS NOT TO QUESTION OR COMMENT ON REFEREE CALLS. AS REFEREE LIAISON YOU ARE THE REFEREE'S FRIEND, AND AS SUCH MUST MAKE SURE YOUR FRIEND IS TREATED WITH RESPECT BY YOUR TEAM AND COACHES.**

# REMINDERS FROM YOUR CHILD



- I'm Just a **KID**
- It's Just a **GAME**
- My Coach is a **VOLUNTEER**
- The Referees are **HUMAN**
- I'm Here to Have **FUN**



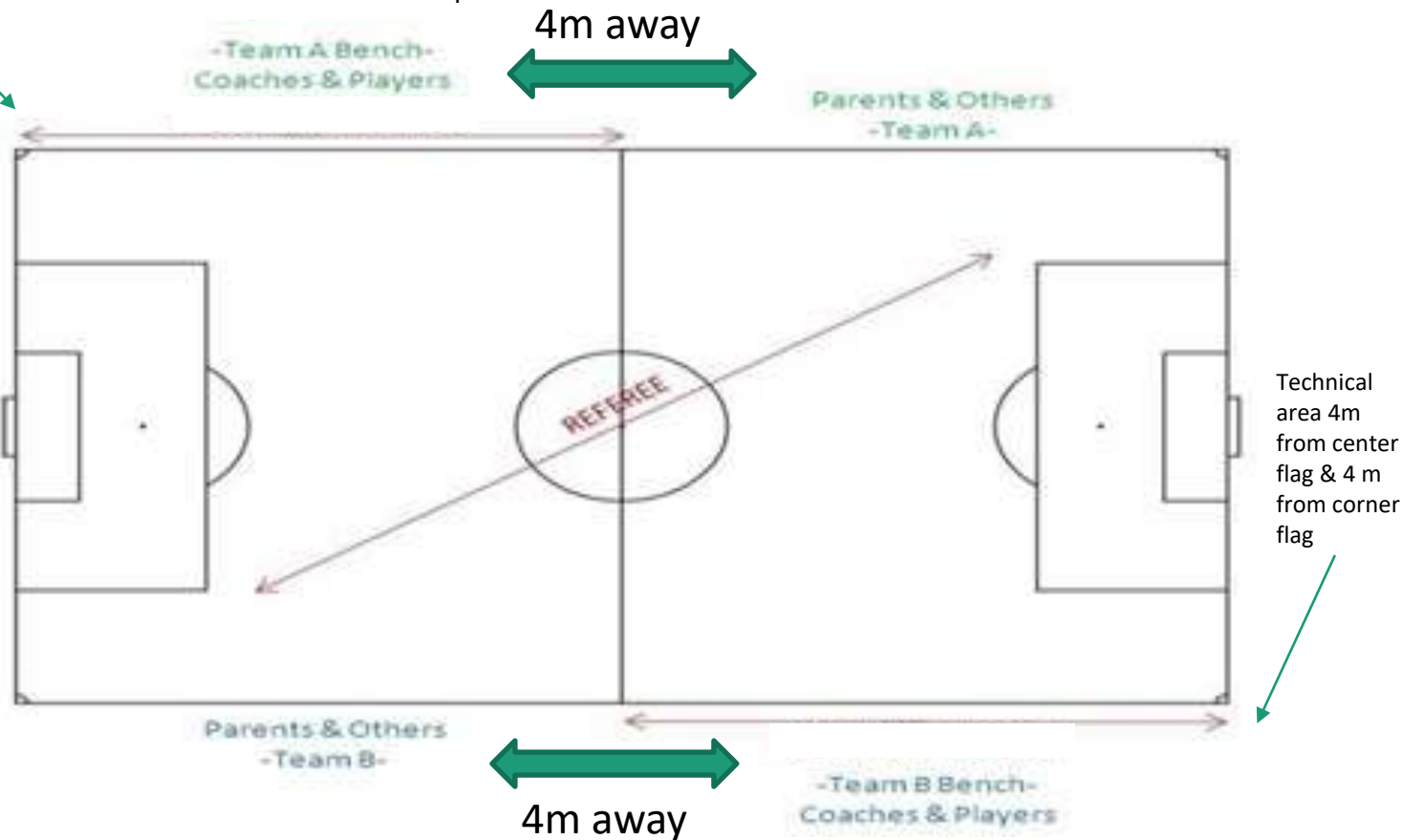
# Spectator and Team Locations / Field Lining

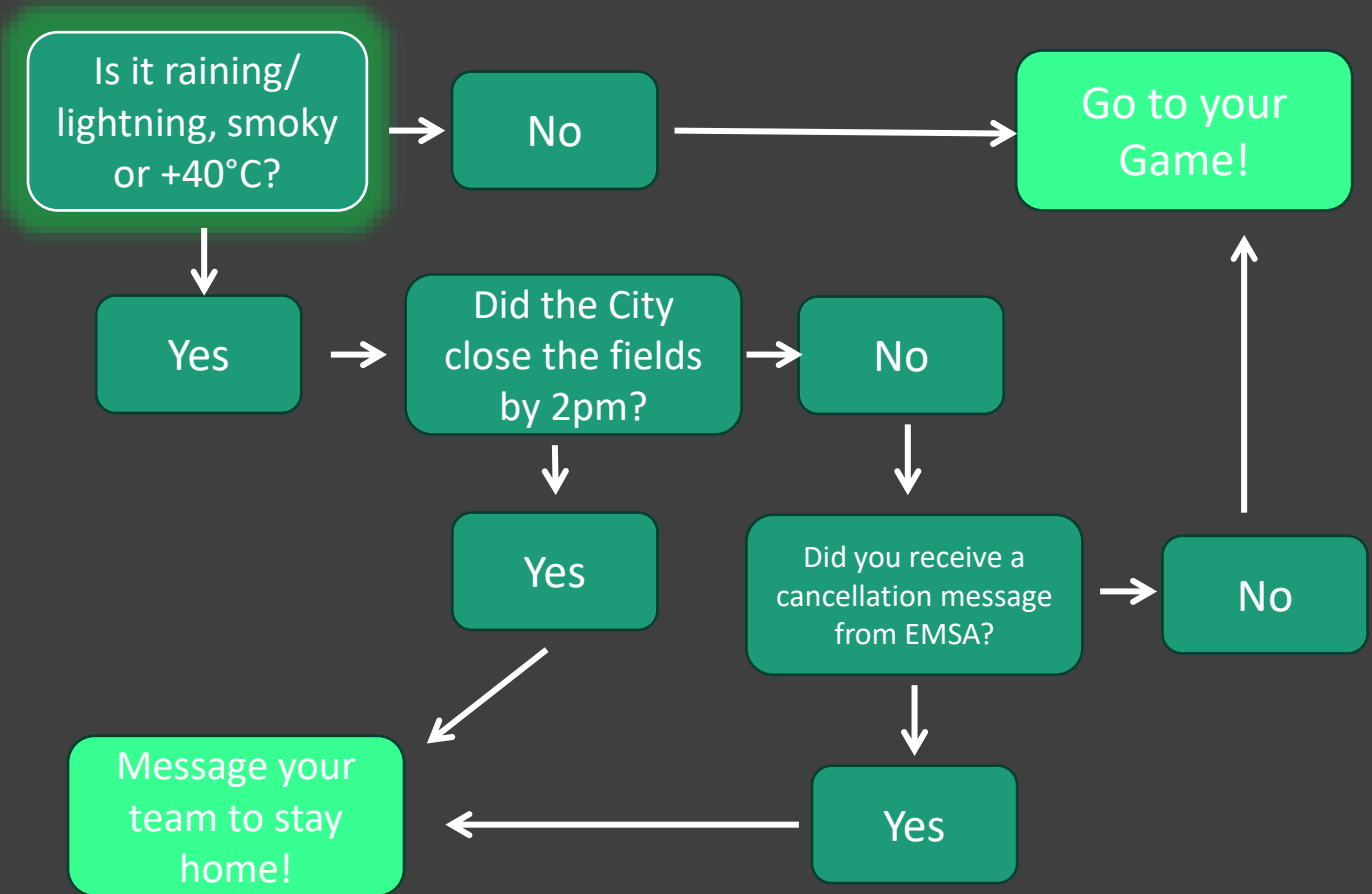
Home Team Chooses the side they would like to sit on. Home & Away spectators must sit on opposite ends of the field. No one can sit behind the net.

Both teams will set up a technical area placing a cone 4 meters from the center flag and 4 meters from the corner flag. Coaches can only coach in this area.

Technical area 4m from center flag & 4 m from corner flag

EMSA North will line the fields 3-4 times per season





Once on the field, referees decide if the game needs to be canceled. If canceled, please submit signed game sheets with the cancellation reason in the notes. **No-shows will count as forfeits.**

\*Lightening Policy | <https://emsanorth.com/wp-content/uploads/2021/03/Lightning-Policy-E.pdf>

\*Air Quality Index | <https://emsanorth.com/wp-content/uploads/2023/05/Air-Quality-2023.pdf>

\*Extreme Heat Event | <https://emsanorth.com/wp-content/uploads/2022/02/Alberta-Soccer-Extreme-Heat-Event-Guide-June-25-2021.pdf>

**This is the link that teams and referees are required to use for any Air Quality Index Readings:** [https://weather.gc.ca/airquality/pages/provincial\\_summary/ab\\_e.html](https://weather.gc.ca/airquality/pages/provincial_summary/ab_e.html)

**For games in the City of Edmonton**, as the AQI can vary all over the City, we will be using the substation readings:

- Edmonton East – for the area south of the river and east of Calgary Trail.
- Edmonton McCauley – for the area north of the river and east of highway 2.
- Edmonton Lendrum - for the area south of the river and west of Calgary Trail.
- Woodcroft - for the area north of the river and west of highway 2.

Here is the link for the substations:

[https://weather.gc.ca/airquality/pages/multiple\\_stations/abaq-001\\_e.html](https://weather.gc.ca/airquality/pages/multiple_stations/abaq-001_e.html)

**For games in the City of Spruce Grove**, please use the St. Albert AQI reading.

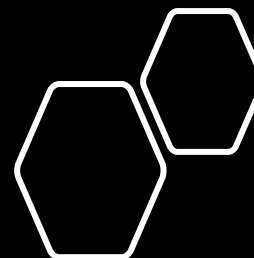
- **Weekdays at 4:00pm** (regardless of the time it was last calculated at):
- **Weekends 1 hour prior to your game start time** (regardless of the time it was last calculated at):
- **Games being played in Red Deer or for those teams travelling from Red Deer to the City (or surrounding area) 3 hours prior to game start time** (regardless of the time it was last calculated at):

**If the Air Quality Health Index is listed as:**

- **AQI between 1 and 6:** the game will proceed as scheduled. Teams are expected to show to the field or will forfeit the game. If the AQI rises to 7 or above just before game start or during the game, the game will be cancelled at the field by the referee. If 2/3's of the game has not been played already, the game will be rescheduled. See reschedule procedure on next page.
- **AQI is at a 7 or higher:** the game will be automatically cancelled and rescheduled. No need for teams or referees to show up at the field.

If the AQI is N/A at 4pm for the location of your game, the last available reading for that particular location will be the accepted reading.

Please note games being played at the Edmonton Scottish Soccer Dome or the Red Deer Dome are not affected by the AQI as those games are being played indoors on artificial turf. Games will proceed at these locations regardless of the outside air quality.



**NEW!**

# Important Field Information

How to find a field location? <https://emsamain.com/wp-content/uploads/2021/01/How-to-Find-Field-Addresses-and-Maps.pdf>

The coach should always arrive prepared and ahead of any scheduled game or session so that he/she may do a walk over of the field inspecting for any hazards.

The zone line the fields 3-4 times throughout the season, but if it has been dry or wet lines can fade. Please bring a little bag of flour to solidify the lines for your game or small training cones will do.

Rain outs/game cancellations may occur. Follow the rain out schedule if they do

## **The following situations can cause rain out/game cancellations:**

- City closes fields due to inclement weather (city field closure line is updated at 4:30pm each day. You can call or sign up for updates) 780-496-4999 ext. 1 or <https://coewebapps.edmonton.ca/facilitynotifications/default.aspx?args=4,133>
- Zone cancels games due to inclement weather where the City has not yet cancelled the fields – TeamSnap notice will go out at 4:30pm
- Only the Referee has the authority to call a game for unsafe playing conditions. Please refer to Lightning, Air Quality and Extreme Heat Policies.

**UNLESS THE CITY OR THE ZONE HAS CANCELLED THE GAME, YOU AND YOUR TEAM MUST ALWAYS SHOW UP TO YOUR SCHEDULED GAME OR SESSION TO ASSESS THE SITUATION WITH THE REFEREE – ONCE ON THE FIELD ONLY THE REFEREE CAN CALL THE GAME.**

# Field Etiquette and Information

## Field Do's & Don'ts

- Do Walk the field when you first arrive looking for any unsafe items such as glass
- No pets are allowed on the field area (City Bylaw)
- No smoking/vaping is allowed on the field area (City bylaw)
- Clean up after yourselves keep fields clean and safe.
- Set up a parent meeting prior to the season to discuss responsible field use focusing on the items above, assign a parent to ensure rules are followed.
- If you notice that some maintenance is required on the field, please send an email to [scheduling@emsanorth.ca](mailto:scheduling@emsanorth.ca) we will submit the request to the city on your behalf.
- Fields will be lined 3-4 times during the season, you can still play on a field that lines may be faint please email [scheduling@emsanorth.ca](mailto:scheduling@emsanorth.ca) to advise if a field in need of lines.

## When Can I use a Field?

- The zone will assign sports fields which are reserved for your scheduled games
- Practices are not scheduled by our zone, except for the weekly training sessions for U9. We encourage the use of greenspace for practices if you choose to arrange practices with your team. Practicing on a non booked field can be subject to fine by city bylaw
- The city may close a field for rest from time to time, these fields will be marked by a metal sign on the goal post DO NOT use any fields marked as closed
- Field Statuses are updated daily by the city and are dependant on weather, you can check field status: <http://coewebapps.edmonton.ca/facilitynotifications/default.aspx?args=4,14> updates at 4pm weekdays and 10 am weekends.

# Final Notes

- Please do not stake down any tents or shades at the EMSA Complexes due to the irrigation system.
- Please do not throw sunflower seeds on the fields at the EMSA Complexes. As per the Groundskeeper, it kills the grass.



# EMSA North Injury Reporting Form

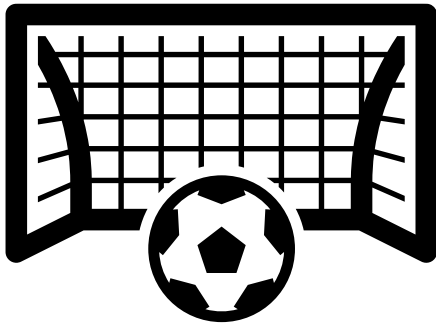
If a player is injured on the field, we ask all coaches complete the North Zone Injury Report Form.

- This form will direct the team officials as to what steps to take for the type of injury
- It will advise the office of any incidents
- Provide a report for the parent to use for any Dr. visits/medical treatments and appointments.

Injury Report Form can be Found Here, please bookmark on your cell phone: <https://fs4.formsite.com/socceroffice/uoixxcidj5/index.html>

Head injuries should be taken seriously even if they may seem minor, in some cases the Zone office may ask for Doctor clearance before an athlete may return to play.

# EMSA Card Procedure



- All U13+ Players & U9+ Team Officials will need an EMSA ID Card
- The referee will check EMSA IDs before every game.
- Cards DO EXPIRE– please make sure you check all members of the team for expired cards.
- EMSA ID Cards are no longer being printed instead please download your teams cards in the portal: <https://emsamain.com/wp-content/uploads/2022/02/How-to-Download-List-of-EMSA-I.D.-Cards.pdf>
- The only requirement for physical cards will be if a team advances to provincials at which please review who requires the physical card and order it for printing.

To order an EMSA ID Card please complete this form: <https://fs4.formsite.com/socceroffice/6zendjbayq/index.html>



# Other Important Information

- Home team chooses the side of the field they are to set their bench on
- If the jerseys of both team matches or are similar the home team wears the pinnies.
- Pre-season parent/player meeting is crucial, even prior to your first game to set up expectations and your vision throughout the season

## TeamSnap

- TeamSnap is a communication/registration/scheduling tool that the North Zone is using for the Outdoor season.
- Follow the link to access the TeamSnap information and videos on how this tool will help you manage your team more effectively this season  
<https://emsanorth.com/wp-content/uploads/2023/09/TeamSnap-App-Information.pdf>
- If any of your Team Officials DO NOT have access to TeamSnap, please email [socceroffice@emsanorth.ca](mailto:socceroffice@emsanorth.ca)

# Team Manager

**Find one!**

**Bribe one!**

**A good Manager makes your role as a Coach so much easier!**

The Team Manager plays a vital role in keeping the team organized and running smoothly.

They will support the coaches by performing the following expected duties and responsibilities:

- Upload the team schedule (games/practice days/events) on TeamSnap.
- Pre-fill games sheets (if applicable) and give to referee at the start of the game (We recommend doing this the night before)
- Collect game sheets (home team only) and input into the EMSA Soccer Portal. This is time sensitive so it must be done before 9am the next day after your game
- Be the “pulse” of the team. Listen to parents concerns and convey them to the appropriate person (Coach or Soccer Director)



# ASA Player Movement Policy

4.5(1) Players must first contact the Parent Organization in which they reside to see if their organization offers any kind of EMSA program before being released or transferred to another Parent Organization

**EMSA POLICY:** <https://emsamain.com/wp-content/uploads/2024/03/EMSA-Rules-and-Regulations-v2024-2025.pdf>

## OFF-SEASON (OPEN) CONTACT PERIOD

- All Clubs, Team Officials and Affiliated Parties may contact any player and Affiliated Parties during the Open Contact Period. The Open Contact Period will be;
  - i. Outdoor to Indoor
    - a. The day after Tier 1 Youth Outdoor Provincials are complete to September 20 Annually.
  - ii. Indoor to Outdoor
    - a. The day after Youth Indoor Provincials to April 10 Annually.
- During the Open Contact Period, contact with any Club, Team Official or Affiliated Party is at the discretion of the Prospective Player. If the Prospective Player asks for contact to stop any future contact will be considered a violation of the policy.

## IN-SEASON (RESTRICTED) CONTACT PERIOD

- a. Outdoor
    - i. April 11 to the last day of Tier 1 Youth Provincials annually.
  - b. Indoor
    - ii. September 21 to the day after the last day of Youth Provincials annually.
- During the Restricted Contact Period, any Club, Team Official or Affiliated Party may contact a Prospective Player once regarding movement during the off season.
  - All contact by Affiliated Parties with a Prospective Player regarding movement during the current season must be declared to their Club and it is the responsibility of the Club to report those Actions / Communications to their governing Affiliated Member and the losing club.
  - No contact is allowed with a Prospective Player for the purpose of recruiting a player to leave their current team in-season.

## TEAM MOVEMENT

- A Team will be defined as 7 or more Registered Players or 33% of a roster in a current season, the lower of the two will be applied in all cases.
- Teams who move to a new Club will not be allowed the same Team Officials at their new Club for 1 calendar year without the permission of the Club or Affiliated Member they left.

## ASA PLAYER MOVEMENT POLICY

<https://albertasoccer.com/wp-content/uploads/2018/01/ASA-Player-Movement-Policy-Approved-November-4-2017.pdf>

# Codes Of Conduct

## Players Code

- Play the game for the game's sake.
- Be generous when you win.
- Be gracious when you lose.
- Be fair always, no matter what the cost.
- Obey the Laws of the Game.
- Work for the good of the team.
- Accept the decisions of the Officials with good grace.
- Believe in the honesty of your opponents.
- Conduct yourself with honor and dignity.
- Honestly and wholeheartedly applaud the efforts of your teammates and opponents.

## Coaches' Code

- Soccer is a game for happiness.
- The laws of soccer should be regarded as mutual agreements.
- Visiting teams and spectators are honored guests.
- No advantages except those of superior skill should be sought.
- Official and opponents should be treated and regarded as honest in intention.
- Official decisions should be accepted without looking angry no matter how unfair they may seem.
- Winning is desirable, but winning at any cost defeats the purpose of the game.
- Losing can be a triumph when the team has given its best.
- The ideal is the greatest good to the greatest number.
- In soccer, as in life, do unto others as you would have them do unto you.

## Parent's Code

- Children have more need for example than criticisms.
- Make athletic participation for your child and other a positive experience.
- Attempt to relieve pressure of competition, not increase it. A child is easily affected by outside influences.
- Be kind to your child's coach and officials. The coach is a volunteer giving personal time and money to provide a recreational activity for your child. The coach is providing a valuable community service, often without regard other than the personal satisfaction of having served their community.

# Resources

## **Governing Bodies**

[www.emsanorth.com](http://www.emsanorth.com)

[www.emsamain.com](http://www.emsamain.com)

[www.albertasoccer.com](http://www.albertasoccer.com)

## **Coach Kit (must review)**

<https://emsamain.com/seasoninfo/outdoorseason/team-official-resources/>

## **Ordering an EMSA ID Card**

<https://fs4.formsite.com/socceroffice/6zendjbayq/index.html>

## **EMSA Rules and Regulations**

<https://emsamain.com/about/rules-discipline/emsarules-discipline/>

## **Field Closure Lines**

<https://emsamain.com/seasoninfo/outdoorseason/rain-out-lines/>

## **Rules Acknowledgement Form (DUE April 25<sup>th</sup> at 9:00am)**

[https://docs.google.com/forms/d/1o-](https://docs.google.com/forms/d/1o-4KM0gq9mEi6rjCz1iz4aeAspS0B27wiOgGrt5I2o/viewform?edit_requested=true)

[4KM0gq9mEi6rjCz1iz4aeAspS0B27wiOgGrt5I2o/viewform?edit\\_requested=true](https://docs.google.com/forms/d/1o-4KM0gq9mEi6rjCz1iz4aeAspS0B27wiOgGrt5I2o/viewform?edit_requested=true)

## **Post Season Commitment Form(DUE June 10<sup>th</sup> at 9:00am)**

[https://docs.google.com/forms/d/1NWCe3KPNv4RW\\_JojKHBzPKcJ4iaVUIrC2J1675dr3X4/closedform](https://docs.google.com/forms/d/1NWCe3KPNv4RW_JojKHBzPKcJ4iaVUIrC2J1675dr3X4/closedform)

## **Soccer For Life (required for Head Coaches & Assistant Coaches )**

<https://canada-soccer.myshopify.com/collections/grassroots-coaching-education-program>

## **Safe Sport Roster Training (required for Head Coaches & Assistant Coaches)**

<https://thelocker.coach.ca/account/login?ReturnUrl=%2fonlinelearning>

1. NCCP Making Head Way Module
2. NCCP Emergency Action Planning Module
3. NCCP Understanding the Rule of Two

## **Making Ethical Decisions (required for Head Coaches & Assistant Coaches)**

<https://coach.ca/nccp-make-ethical-decisions>

## **TeamSnap Information**

<https://emsanorth.com/wp-content/uploads/2023/09/TeamSnap-App-Information.pdf>

## **ENZSA Summer Drizzler (U11+)**

<https://summerdrizzler.com/>

Thank you for  
volunteering!

