



Charles County Department of Recreation, Parks, and Tourism Women's Soccer Guidelines

I. THE LEAGUE:

- A. **Mission:** To enhance the quality of life of our residents and visitors by providing well rounded recreational and competitive sports programs focusing on building a sense of community and improving the overall quality of life for current and future generations.
- B. **Philosophy** - The Charles County Adult Soccer League is first and foremost a recreational sports league. Its purpose is to provide the opportunity for Charles County citizens to participate in an organized league.
- C. **Administration** - The league will operate under the jurisdiction of the Charles County Department of Recreation, Parks, and Tourism. (Guidelines are subject to review and changes may be made at the discretion of the League Director.) Any questions or discrepancies should be directed to the League Director's attention.
- D. **League Format** - There will be a round robin regular season schedule. The league will be open to one or more divisions of competition. There must be at least four teams to constitute a division. A Women's 7 vs 7 League will be offered.

II. COACHES AND MANAGERS:

- A. The coaches/or managers shall be the team representative and shall be responsible for the following:
 - 1. Be the liaison between League Director and team.
 - 2. Attend all coaches'/managers' meetings.
 - 3. The conduct of team players, assistant coach, players' parents and team spectators
 - 4. Inform and distribute to team members and parents all information pertaining to the leagues (rules, regulations, make up dates, etc.)
 - 5. Obtaining and returning on time to office of the League Director all league information required such as franchise fees, registration, rosters, etc.
 - 6. Reinforce the recreation philosophy to all players.
 - 7. Responsible for keeping team bench and surrounding area free of trash resulting from team members and team spectators (see Park Rules).
 - 8. Responsible for informing team members and ensuring that there will be absolutely no alcohol

consumption or drug use on Park or B.O.E. property.

III. TEAM MEMBERSHIP:

- A. A 20% administration fee is deducted for all refund requests 4 weeks prior to the league starting; a 50% refund if withdrawal requested 2 weeks prior to the league starting; no refund will be given inside of two weeks.
- B. Each team roster shall be limited to a minimum of ten (10) players and a maximum of fifteen (15) players. NOTE: Rosters will not be accepted with less than the minimum amount of players.
- C. Players must be 18 years old and not attending high school
- D. Players can only play for one team during the season in this division
- E. Completed team rosters must be submitted to the league director on the due date of the league franchise fee. Franchise fees will not be accepted without a roster. See League Calendar for exact registration deadline date.
- F. Each team must have a designated coach.
- G. Out of County Players:
 - 1. Non-residents of Charles County are welcome to participate, however, in the circumstance of a division reaching a maximum capacity of teams, rosters with Charles County citizens will be given priority.
- H. Additions, substitutions and/or subtractions to the preliminary roster must be in writing and submitted to the office of league director before player(s) are eligible to play in any game. See League Calendar for add/drop deadline date. (Official Add/Drop Form must be used.)
- I. Teams needing to add players (after last day to add/drop) may do so with the permission of the league director but such teams are not eligible for regular season awards.
- J. The leagues are recreational, therefore members on a particular team may not be held on a team past the add/drop date to eliminate their participation in the program.
- K. If a player is on two (2) separate rosters and plays in a game, the team which the player first played for shall be her team for the remainder of the season.

IV. MATCH RULES:

- A. All matches will be played using F.I.F.A. rules with the following modifications:
 - 1. Games will be played seven-a-side (7 vs 7).

2. Games will be played on intermediate-size soccer fields (120' x 90').
 3. Substitutions may be made, with the approval of the referee, and at the following times:
 - i. Prior to a throw-in by the team in possession.
 - ii. Prior to a goal kick by either team.
 - iii. After a goal by either team.
 - iv. After an injury, by either team, when the referee stops play.
 - v. At half-time.
 - vi. The official must be notified only when substituting the goal keeper.
- B. All substitutes must enter the field of play from the vicinity of the mid-field line. Players may leave the field from any point.
- C. No substitute for a disqualified player.
- D. Penalty kicks will be taken from the penalty mark on each field.
- E. Slide tackles are prohibited at all times during play
- F. Goalkeepers can play the ball anywhere on the field of play. Goalkeepers may not touch the ball with their hands when they are outside the penalty box. Goalkeepers are permitted to score.
- G. A one (1) referee system will be used to officiate all games.
- H. Games will consist of two (2) 35 minute running-time halves.
- I. Halftime will be five (5) minutes.
- J. Teams will be permitted two (2) timeouts per game. Timeouts will last one (1) minute.
- K. Penalty accumulations: A player receiving a red card will be ejected from the game and cannot be substituted.
- L. A minimum of five (5) players are needed to start the game. The team playing short-handed (with 5 players) can add the 6th and 7th player upon their arrival at game site.
- M. Overtime period will be five (5) minutes in length.
- N. Second team listed on schedule is home team.

V. EQUIPMENT:

- A. All teams must wear (IDENTICAL) numbered jerseys (front or back) of the same color, rubber soled shoes or approved cleated shoes. Shin guards must be worn at all times.
- B. The home team will be responsible for supplying the game ball (#5). Any questions regarding playing equipment shall be determined by the League Director and/or referee at the game site.

VI. LEAGUE REGULATIONS:

- A. Refund: Teams that pay their franchise fee and drop prior to the league starting date will be assessed a \$100.00 fee. Teams that drop after the league starting date are not eligible for a refund.**
- B. Forfeiture:
 - 1. Teams who fail to field a team two consecutive games may be suspended from the league and no refund will be allowed (determined by the League Director).
 - 2. Any team using an ineligible player or using a player under an assumed name will automatically forfeit all games in which the illegal player participated. Any player guilty of this infraction will be suspended.
 - 3. Any repeat infraction of the above rule will result in that team being dropped from the league and all scheduled games not played will be forfeited to the opponents.
- C. Protests: Rule interpretations must be protested at the time of the incident, and before play resumes. If the official's decision is not accepted, the coach must immediately notify the Head Official of their intention to protest. The Head Official will record the protest on the game report.
- D. Field Information: All vehicles must park in the designated parking areas and not on grassy areas near field. Failure to adhere to this rule will result in the league losing the use of the facility.
- E. If by chance a situation cannot be clarified by the head official, a written protest may be made. **IF THE COACH HAS NOT ADDRESSED THE HEAD OFFICIAL FOR AN ON THE SPOT CLARIFICATION, THE LEAGUE DIRECTOR WILL NOT ACCEPT A PROTEST ON THE MATTER.**
- F. Formal protests (including player eligibility) must be submitted in writing to the Department of Recreation, Parks & Tourism main office within two working days of the incident.
- G. All protests must be accompanied by a \$100.00 certified check or money order, made payable to Charles County Department of Recreation, Parks & Tourism (no fee required for player eligibility protest). If the protest is upheld, the fee will be refunded. The coach/manager shall be the only person permitted to protest.
- H. No verbal complaints concerning umpires, other teams, etc., will be addressed --- all complaints

must be made in writing and submitted to the League Director.

I. League Standings

Points will be kept as follows to determine placement in league standings:

Win = 3 Points

Tie = 1 Point

Loss = 0 Points

J. Tie Break Procedures

The tie break procedures will only be used if teams are tied in regular season standings (identical number of points accumulated for wins/losses/ties):

- Won/Loss record in head to head competition.
- Goal differential in head to head.
 - Least goals allowed by teams still tied.
- Goal differential against entire league.
 - Least goals allowed by teams still tied.
- If possible and necessary, a playoff will be held.

K. Games won by forfeit will not be included in head to head competition (tie break procedures).

L. If teams are tied at the end of the regular season and one of the teams has won one (1) or more games by forfeit:

1. Game(s) which were won by forfeit will not be included in the head to head competition (tie break procedures).
2. The game in which each opponent played against team which forfeited, will be eliminated from the head to head competition.
3. Example: Team A and B have identical won/lost records at the conclusion of the regular season. Team C has a forfeit to team A, but won or lost to Team B by playing a game and not forfeiting. Because of the forfeit of Team C to Team A, the game with Team C and B will also be recognized as a forfeit and both games with Team C will not be included in the head to head competition (tie break procedures). This rule may duplicate as often as necessary.

A. **Awards:** The regular season champion will receive a sponsor trophy. The tournament runner up will receive a sponsor trophy. The winning head coach of the tournament may pick one of three awards options:

The Tournament Champion will have the option of choosing one of the following:

1. Sponsor trophy or medals for players.
2. Championship shirt for all players. Teams may submit a shirt design for approval or use a County developed design. All designs must be approved by the League Commissioner. Shirts must include the Charles County Recreation logo and County Seal. Sizes, names, and numbers must be

submitted immediately following the championship game.

3. \$150 discount off the next league the team registers for.

B. Choice of awards must be made immediately following the championship game. Player name verification is required immediately following the game for all awards. Shirt sizes and numbers are required if the shirt option is selected. Shirt logo must be submitted no more than one week after the championship game.

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VII. EJECTIONS & SUSPENSIONS:

A. Consequences for suspensions/ejections will be decided by the Recreation, Parks, and Tourism office based upon a 3 Tier system. Anyone suspended may not attend any game sites until their suspension have been fulfilled.

1. Tier One: 2 game Suspension

a) A tier one offense will be issued to any player, parent, coach, or spectator who:

b) Is ejected from a game by an official for harassment, obscene gestures or language, or any other unsportsmanlike behavior. The result of these actions will result in a 2 game suspension effective immediately starting with your teams next scheduled game.

1. Any further ejections will result in suspension from the league

2. Tier Two: Suspension for remainder of season

a) Players will be suspended from the league and all Department of Recreation, Parks, and Tourism programs for the remainder of the season.

b) A tier two offense will be issued at the discretion of the League Director to any player, parent, coach, or spectator who has:

1. Committed multiple tier one offenses within the same season

c) Strike, shove, bump, trip, or threaten an official, player, coach, spectator, Recreation, Parks, and Tourism staff member or league official during or after a game, on Charles County Community Center, Public School, or Park property.

3. Tier Three: 2 Year Suspension

a) Anyone involved in a tier three offense will be suspended from the league and all Department of Recreation, Parks, and Tourism programs for a minimum of two years.

b) A tier three offense may be issued, with discretion from the League Director to any player, parent, coach, or spectator who:

1. Commits multiple tier one or tier two offenses within a year of previous offenses.

c) Is involved in a severe incident that displays excessive or relentless disobedience of our mission, including but not limited to; harassment, fighting, or conduct with intent to harm an official, player, coach, spectator, Recreation, Parks, and Tourism staff member or league official during or after a game, on Charles County Community Center, Public School, or Park property.

VIII. CANCELLATION AND GAME RESCHEDULING PROCEDURES

A. For information after 4:00 p.m., call the concession stands at the fields. A recording will announce which fields are cancelled. White Plains concession stand number is 301-645-2617, Laurel Springs concession stand number is 301-934-2541 and Turkey Hill Park number is 301-392-1518.

B. Charles County Recreation, Parks and Tourism has recently began using the mobile notification system **“RainedOut”**. This is a free group communication system that allows sports organizations to notify participants about closures and cancellations. Please sign up for your free account prior to the 2016-2018 sports season.

Step 1: Go to www.rainedout.com

Step 2: Search Charles County Recreation, Parks & Tourism

Step 3: Enter your mobile phone number or email address to receive text alerts about closures and cancellations.

Step 4: Once you confirm your mobile phone number or email address, subscribe to any group you think is appropriate for your sports season.

C. Cancellations at the last minute or at game time will be handled by the referee or park attendant at the field.

D. All park/school complexes will be visited daily by the park staff. In case of inclement weather, each park/school field will be evaluated individually as to playing conditions. Please remember that parks/schools are located in different areas of the County and that cancellation at one site does not necessarily mean that we are cancelling elsewhere.

E. All games to be rescheduled will be done by the League Director, and may be scheduled on nights or days other than regularly scheduled. Schedules will remain the same, only rainouts will be rescheduled. Coaches are responsible for calling in to get rescheduled game updates after 12:00 p.m. the next working day.

X. GAME RESULTS POLICY:

Coaches are responsible for calling the Sports Office with the scores from their games by no later than

12:00 p.m. the next business day. Scores should be emailed to BrillJ@charlescountymd.gov or RobertMT@charlescountymd.gov.

XI. INCLEMENT WEATHER POLICY

- A. In the case of inclement weather, each park field will be evaluated individually as to playing conditions. Please remember that out parks are located in different areas of the County and that cancellation at one park does not necessarily mean that we are cancelling elsewhere.
- B. For information after 4:00 p.m., call the park where your game is scheduled directly. A recording will announce which fields are canceled. White Plains Park office number is 301-645-2617 and Laurel Springs Park office number is 301-934-2541
- C. Cancellations at the last minute or game time will be handled by park staff at the field.
- D. All games to be rescheduled will be done by the League Director and may be scheduled on nights other than regularly scheduled. Schedules will remain the same, only rainouts will be rescheduled. Coaches are responsible for calling in to get rescheduled game updates after 12:00 p.m. the next working day.
- E. Lightning: Criteria for suspension and resumption of play:
 - 1. A 30 second or less flash to bang count calls for removal of all players from playing area
 - 2. Once play has been suspended, wait at least 15 minutes after the last flash of lightning is witnessed or thunder is heard prior to resuming play.

CONCUSSION FACT SHEET

WHAT IS A CONCUSSION?

A concussion is an injury that changes how the cells in the brain normally work. A concussion is caused by a blow to the head or body that causes the brain to move rapidly inside the skull. Even a “ding”, “getting your bell rung”, or what seems to be a mild bump or blow to the head can be serious.

Concussions can also result from a or from players colliding with each other or with obstacles, such as a goalpost, even if they do not directly hit their head.

The potential for concussions is the greatest in athletic environments where collisions are common. Concussions can occur, however, in any organized or unorganized sport or recreational activity. As many as 3.8 million sports and recreation-related concussions occur in the United States each year.

WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:

Signs Observed by Parents or Guardians

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Cannot recall events prior to hit or
- Cannot recall events after hit or

Symptoms Reported by Athlete

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not “feel right”

HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?

Every sport is different, but there are steps your children can take to protect themselves from concussion

- Ensure that they follow their coach's rules for safety and the rules of the sport
- Encourage them to practice good sportsmanship at all times
- Make sure they wear the right protective equipment for their activity. Protective equipment should fit properly, be well maintained, and be worn consistently and correctly
- Learn the signs and symptoms of concussion.

WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

- **Seek medical attention right away**
 - A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports
- **Keep your child out of play**
 - Concussions take time to heal. Don't let your child return to play until a health care professional says it's ok. Children who return to play too soon – while the brain is still healing – risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.
- **Tell your child's coach about any recent concussion**
 - Coaches should know if your child had a recent concussion in ANY sport. Your child's coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

Remember, you can't always see a concussion and some athletes may not experience and/or report symptoms until hours or days after the injury. It's better to miss one game than the whole season.

For more detailed information on concussion and traumatic brain injury, visit: <http://www.cdc.gov/injury>