



## **Back Mountain Soccer Club Handbook**

## Introduction

BMSC travel soccer is an extension of the BMSC Recreation soccer program that provides a playing opportunity at a level above that of our recreation program. It will provide guidelines as to what the staff of BMSC expects from you as a player, parent, fan, and coach. We are not just looking for soccer players, but rather youth male and female athletes who are well rounded.

**Back Mountain Soccer Club has made a commitment to provide the highest quality of trainers, coaches, and fields to help in the development process of all our players. We will continue to strive for excellence by offering the highest level of training to all members of the BMSC travel program. Our pathway is built around the principles of long-term player development. At BMSC, we believe all players deserve the best possible soccer experience and our pathway is designed to place all player needs at the forefront of every stage of development.**

## Vision and Mission Statement

The mission of BMSC travel is to provide youth soccer players ages 8-19, a place to play soccer and to receive quality coaching in a safe and positive environment. The travel program is a family friendly program that offers travel team soccer as well as camps and clinics for members in the surrounding communities. **The primary focus within the age groups of U9-U13 is on player development rather than winning matches.** To build teams that have success from U14-U19, this developmental concept must be followed at the younger age groups. **The training and development process will continue to be a focus in the U14-U19 age groups. However, between U14-U19, making team decisions will be made in order to find success at the next level.**

### **Uniforms/Equipment**

The club's official apparel and equipment sponsor is Under Armour. All BMSC travel teams must wear official BMSC labeled match day gear including uniforms, warmups etc. All teams must follow all color and logo guidelines. Coaches and Team Managers please refer to the Travel Director for assistance and confirmation before making a purchase. All team uniforms are to be purchased through Battaglia's and all team gear should be purchased through Battaglia's or The Field House as we have agreements with these two vendors.

### **Communication:**

The primary source of communication from each team will be through TeamSnap. While primary communication through the club will be through email.

**It is a requirement to mark availability through TeamSnap to allow trainers and coaches to plan accordingly.**

All team specific communication will be originated and forwarded by the coach.

If a player is going to miss a training session, game, or other event he/she must email the coach as far in advance as possible. If an emergency arises and you must miss a training session you must contact your coach via text/email PRIOR to missing the session.

Any cancellation of training or home games due to weather or field conditions will first be posted via TeamSnap. Text message updates will be sent to those who opt-in to the service on the TeamSnap page. Emails will also be sent when the situation allows.

We realize at times that communication must come from parent to coach outside of practice or game time. In which case we would ask that this communication is respectable and held at a reasonable hour.

Coaches/trainers are not to be approached by parents at training or games, either before or afterwards concerning players. This is a time for both the coach of the team and the players to be focused on the task at hand. If you have a coaching concern, please reach out to the coach directly to set up a time to have a discussion. If the issue cannot be resolved at that time, please contact the [Travel Director](#), which can be found on the [BMSC website](#).

**Risk Management:**

BMSC requires background checks for all coaches and trainers within BMSC player involved with our club. We want to reiterate some of our key safety policies as we begin our season. These policies are designed to protect your child. Your support of the policies is not only appreciated but necessary to ensure that we keep kids safe.

**Pick Up Policy**

Our coaches are required to stay on the field until the last player has been picked up. This policy is designed to ensure your child's safety. We ask that all parents work with us to ensure your child's safety by dropping off and picking up your child on time.

While we understand that many parents have hectic schedules and getting to and from practices can present challenges, it is important to note that we have professional coaches who similarly have demanding schedules and often need to leave immediately following your child's practice.

Should a coach need to leave the field area while children are still present, children may only be left with a staff member. In the event of an emergency involving a staff member during training or home games, the player's parents will be contacted immediately.

**Weather Safety:**

Weather may cause cancellation of practices and/or matches. Cancellations will first be updated on our TeamSnap page with follow-up emails and texts. Our goal is to make all weather related training decisions by 3:00pm.

Should there be any signs of inclement weather in the area, BMSC staff will closely monitor the weather. If lightning is within an 8-mile radius of the field, all activities will be suspended. Activities may resume once 20 minutes has passed from the final lightning strike within the 8-mile radius.

**Social Media, Electronic and Communications Policy Overview**

Online, social media and other electronic communication tools such as text messaging have become a prevalent and effective means of personal and professional communication and have fundamentally changed the way many people and organizations interact. This policy sets forth our expectations with respect to the use of online and social media, as well as other forms of electronic communications, by all BMSC coaches, trainers, players, parents, staff, and administrators.

The term *social media* as used in this policy encompasses a wide array of online media and communications and their scope is constantly evolving. For purposes of this policy, the terms *online media* and *social media* are to refer to internal and external websites, blogs, online social networks (e.g., Facebook, Twitter, Instagram, LinkedIn), wikis, video and photo sharing sites (e.g., YouTube, SKYPE and Flickr), and other forms of personal online publishing and discourse. Policies regarding text messaging and individual telephonic communications are also covered by these policies.

Social media forums are typically public. Even when using social media for purely personal purposes, a person's public expressions might affect their professional identity and the organizational interests of BMSC. Accordingly, anyone participating in social media must ensure that their participation is consistent with BMSC's policies. BMSC fully respects the interest our employees, trainers, and coaches may have in participating in online and social media on a personal basis.. Activities of BMSC staff and coaches that affect the organization's reputation, the staff or coach's job performance, the safety of our players, or other BMSC personnel, are within the scope of this policy.

With these objectives in mind, all BMSC staff and coaches must be familiar with and adhere to this policy, regardless of whether they personally use social media, and must share this policy with parents and players.

#### **Internet and Communication Policies for Coaches:**

All social media communications must be public, and all communications on or through them must be public. Being *public* means no private channels. For example, private Facebook groups, direct messaging, private invitations to personal Facebook pages, invite-only YouTube channels, or Twitter direct messaging to individual players shall not be permitted between coaches and players. This enables administrators to monitor all communication and help ensure there is no inappropriate communication between coaches (including assistants and volunteers) and players. This also serves to protect coaches.

Coaches will abide by a two-person policy for all communications and activities. Coaches are not to communicate in any manner without a trainer included.

There should be no private messages and no one-on-one direct contact through any social media platforms (Facebook messages, Twitter, direct messaging, Skype, chats, instant messaging, etc.). This two-person policy also applies to all activities, outings, excursions, or other meetings between an adult and a player.

A coach may respond to a direct inquiry from a player regarding logistics of practice times, cancellations, schedules, etc. but our coaches should strive to include another adult on messages whenever possible.

Coaches and team representatives should only use text messages on issues that are soccer related and all communications should include a parent or guardian copied on the message.

All BMSC players registered with the club consent to use their pictures, names and likeness on social media and promotions. Coaches and staff must obtain consent from non registered guest players before posting video, photos or images. Failing to do so places responsibility on the poster to promptly take down or otherwise edit the posting in order to protect their privacy.

**Medical Protocol and Emergency Procedures:**

BMSC training sessions will not be covered by athletic trainers, therefore the coaching staff will act as the primary assessment and communication point in case of an on-field injury in these situations. If a parent is present they will be immediately consulted. In cases where parents are not present the coaching staff will assess the situation and call in appropriate medical experts. Parents will then be notified of the situation using the emergency contact number on file.

BMSC can refer players to sport specialists for injuries. It is imperative that you know what your insurance will and will not cover when it comes to sports injuries and what doctor referrals are required to see a specialist. Any player who has been seen by a doctor for an injury should be cleared in writing before they will be permitted to return to activity.

## **Player Guidelines**

- Players must understand the philosophy of the club. The focus will be on player development, not wins and losses.
- Players are reminded that they represent BMSC and should behave in an appropriate manner both on and off the field.
- All scheduled team events are mandatory during the seasonal year. Players should arrange their schedules according to the breaks that are given throughout the year.
- **Attendance and commitment will be a major factor with player placement.**
- Players must mark their attendance via teamsnap at least 24 hours prior to the session. This will allow ample time for trainers to plan sessions and for coaches to organize lineups for matches. At U9-U13, playing time during matches correlates with attendance at training sessions.
- Players that do not show to team events jeopardize playing time and/or losing their position within the club.
- Respect for coaches, opponents, match officials and administrative personnel are expected at all times.
- Show respect for the property of others.
- Attend school regularly and punctually, complete school assignments, and behave in a respectful manner while at school.
- Adhere to rules and guidelines as specified by club policy.
- Understand that any use of drugs or alcohol, breaking of curfew, or breaking other team travel rules will result in the player being sent home immediately at the player's expense.

### **A BMSC player understands that:**

- The player will be charged for equipment, apparel, or travel expenses incurred as outlined in the player/parent handbook.
- She or he is making a commitment for the full year and will not be released to another club without repaying all expenses related to his/her participation for the seasonal year.

**\*Any player not abiding by the guidelines above may be subject to removal from the BMSC program\***

### **BMSC Parent Guidelines:**

- Understand and buy into the philosophy and methods of the club.
  - Developmental focus between the age groups of U9-U13
  - Developmental and focus on competing for results between the age groups of U14-U19.
- Encourage and support the player to meet targets, rules, and guidelines set forth by the club.
- Support players without pressure, praise good work, and refrain from criticizing or critiquing their child or any other child, coach, or trainer within BMSC.
- Not approach any other club during the tenure of the player's registration with the club.
- Communicate any concerns to the coach at the appropriate time (24 hour cooling off period) away from the playing location and player.
- Foster an environment of respect for referees, players, coaches, and spectators.

A parent or guardian understands that:

- **BMSC reserves the right to suspend or terminate a player's participation if her or his parent is a persistent or extreme distraction to the learning environment of the players.**
- Parents or guardians are responsible for their guests' behavior and must inform their guests of the applicable rules of conduct.

### **Coaching Guidelines and Expectations**

- Buy into BMSC philosophy on player development. This is vital for the success of the team you are coaching.
- Your agenda needs to be in agreement with that of BMSC, not your own personal agenda.
- Understand, buy into, and implement BMSC philosophies on player development and playing time as described below:
  - U9 to U13 → heavily focused on player development. Playing time should be assigned on participation/attendance in training sessions
  - U14 to U18 → heavily focused on player development. Playing time should be assigned on participation/attendance in training sessions. However, it is at these age groups that the success and competitiveness of the team is also a factor in the allocation of playing time. Finding results at these age groups is more important in order to get teams into higher level showcases/events to give players a pathway to the next level.
  - All coaches must perform a pre-season parent/player meeting to lay out the plans of the season and to answer any questions parents/players may have. **When conducting the pre-season player/parent meeting, the trainer and/or Travel Director must be in attendance.**

- Coaches should conduct a monthly parent update meeting in which the **trainer or travel director must be involved.**

### **Leagues**

Any league registration intentions must be approved by the Travel Director. These intentions must be submitted to the current travel director via email no later than 30 days before the league registration begins. Before registering for any leagues, a conversation must be had between the coaching staff, the trainer of that team, and the travel director to ensure we are putting the team into the best developmental situation for their age group. Leagues are typically only played with our U9 through U14 level teams.

### **Camps/Clinics**

Any mini-camp/clinic must be pre-approved by the BMSC Board of Directors regardless if money/a fee is required for the camp/clinic.

### **Team Manager (Optional)**

If a team chooses to appoint a team manager to help the coach with travel, schedules, etc., this person is to be an unpaid volunteer and is there only to administrate the team. At no time should the manager be approached with questions regarding coaching or player management

### **Sponsors**

Individual teams under BMSC travel are permitted to seek out a team sponsor. However, ALL team sponsors must be **pre-approved** by the BMSC executive board, **before soliciting** that sponsor. This ensures we are not soliciting sponsors for BMSC recreation and travel teams at the same time. Any funds raised prior to approval from the executive board will be forfeited to BMSC and donated to a non-profit organization of the board's choice.

### **Fundraising**

Any team can fundraise. However, in order to have continuity within the BMSC various fundraising programs, there are a few guidelines to follow. This is to ensure that there are not numerous activities going on during the same timeframe, or the same activities occurring simultaneously. All fundraising ideas need to be submitted to BMSC in writing for approval by the executive board prior to any fundraising efforts starting. This will allow the office to keep track of all fundraising activities and provide support. Any funds raised at the conclusion of the approved fundraising activity must be reported to the treasurer of BMSC.

## **Tryouts**

Tryouts can be held at any time throughout the year, however, every attempt will be made to have tryouts in May and November. Tryouts outside May and November will only be run for the purpose of filling a roster need for that season only. Prospects are given up to three consecutive training opportunities with the team they are trying out for, at no cost. This allows coaches and trainers to see if the player's abilities and character are a fit for their travel team. At the end of the three sessions, feedback will be given to the player and his/her family to discuss the status of their trial.

Feedback will include one of the following options:

- Offer the prospect a spot on the roster
- Offer the prospect a training only spot until the next spot becomes available on the roster
- Provide other playing options to the prospect and their family within the BMSC programming.

## **Team Breakdown**

Teams are re-structured annually from U9-U12. A 7v7 team allows a roster of 12, 9v9 team allows roster of 16, and teams move to 11v11 at U13 with rosters up to 26. Players will be placed on the appropriate team to match our ideologies of player development.

Teams will be decided using the following factors:

- Total number of players in the player pool
- Birth years in the player pool
- Positions needed
- Player ability may be utilized on a situational basis. However the best way to have a quality team at U14 is to build teams around the philosophy of player development.

## **Cost**

The cost to participate with a BMSC travel team varies depending on the age of the player and the level of the team. All fees will include training expenses, a semi-annual registration fee, league and tournament fees, and insurance. The fees do not include travel, food, hotel, gas, etc. For an estimated expense breakdown by age group please contact the Travel Director or visit the [BMSC website](#).

### **Fees**

- Training fees are \$25 per player for every four sessions that are run by a professional trainer. **This fee is due regardless of your attendance.** Players are not charged for sessions run with just their coach.
- Semi-annual fee is \$50 per six months per player (this covers outdoor field rentals, insurance, etc.)
- League and tournament fees will be split evenly between those players participating in the league/tournament.

### **Conclusion**

These are the general guidelines for BMSC and will not cover all situations that may arise. For any situation and/or question not specifically covered above, please contact the Travel Director for guidance before proceeding. Players, coaches, and parents are expected to adhere to the guidelines mentioned in this document. Failure to do so could result in termination or suspension from BMSC.