

Lombard Park District Youth Soccer Parents' Manual



Spring 2012

Dear Parent/Guardian,

Welcome to the Spring 2012 Lombard Park District Youth Soccer Program. We are looking forward to providing a quality program that your child will enjoy. Our goal is to provide your child with a **fun** activity that will help instill **sportsmanship** and **teamwork**, while helping **develop their soccer skills**. We believe that it's important to stress that winning is not everything – it is not even close. Competition can be healthy, but a “win at all cost” attitude can prove problematic. Each child has his or her own reasons for participating in this sport and it is our responsibility to ensure that all participants are able to enjoy their experience. Please keep in mind the values of sportsmanship, learning, and fun that all Lombard Park District athletics programs try to instill.

Inside this manual, you will find important information about the soccer season. Please take the time to read through this manual, as we feel that it is an informative resource that can help answer many of the questions you may have.

The Youth Soccer program relies on a combination of volunteer coaches and helpful parents to deliver a quality program. The Lombard Park District appreciates the work you are doing for our children today...their experiences will help shape them into the leaders of the future.

On behalf of the Lombard Park District, thanks for having your child participate in the youth soccer program, and for helping us deliver the best possible experience for your child. If at any time you have questions or concerns, please don't hesitate to contact us.

Best Regards,

Derek Dvorak
Athletics Program Manager

Important Dates

Feb 18	Early Bird Registration Deadline (\$44/\$59 R/NR)
March 3	Regular Registration Deadline (\$69/\$84 R/NR)
April 1	If you have not received a phone call from a coach by this date, please contact the Lombard Park District immediately.
April 3	Last day to withdraw without incurring a \$10 processing fee.
April 9	First official week of practice (some teams may begin the previous week)
April 14	First game (Note-Games may start sooner for Grades 5-9)
April 29	Last date to receive any sort of pro-rated refund (After 2 nd game of season)
May 5	Picture day @ Pleasant Lane School (Pictures will be in the morning/early afternoon). Details will be posted at www.lombardparks.com 1 week prior).
June 2	Last regularly scheduled game of season
June 9	Designated make-up date for rainouts

Important Contact Information

Lombard Park District Sports Hotline

(630) 415-3479

Check daily for weather and game schedule updates! On game days, a message will be left on the hotline no later than 7:45am. If for some reason the hotline is not working please call (630) 620-7322. If weather conditions change, the hotline will be further updated.

Lombard Park District Main Office

(630) 620-7322

Program Manager: Derek Dvorak ddvorak@lombardparks.com

Soccer Field Locations, Game Schedules, and Photo Day Info

The best source for finding this information quickly is the Lombard Park District website.

Main Website:

www.lombardparks.com/

Athletics Page

www.lombardparks.org/programs-3/athletics/

Visit www.lombardparks.com/ and select Programs then Athletics from the drop-down menu at the top of the main web page. This will take you to the athletics page which will contain information such as Team Formation Guidelines, Game Schedules, Field locations, etc. In the event of weather-related game cancellations, the posted game schedules are subject to change and parents should defer to the coaches for game re-scheduling information.

Lombard Park District Youth Soccer League Equipment Safety Guidelines

1. Shin guards are mandatory for all practices and games. Shin guards must be worn UNDER the socks.
2. Reversible Navy Blue/Gray Lombard Park District soccer jersey is mandatory for games. They are available at Sunset Knoll Recreation Center for \$16.
3. No jewelry is to be worn during matches or practices, including watches, rings, necklaces, bracelets and earrings. No hard hair clasps or barrettes.
4. No casts of any kind are allowed. Splints must be of a padded nature and wrapped.
5. No brimmed hats allowed.
6. All players with glasses MUST wear a safety strap, safety goggles, or sports goggles for games. Player may be required to sit out if this is not followed.
7. Soccer cleats are recommended, but not required. No metal cleats are allowed.
8. During cold weather, sweatshirts or jackets may be worn UNDER jerseys. Please try to avoid hooded sweatshirts.
9. Make sure all personal items are marked clearly with the player's name.

What to expect:

- Practices: Each team will practice for 45 minutes to 1 hour once a week (weather permitting). Practices begin no later than the week of September 6.
- Games: Games will last approximately 1 hour, and game times range from 8:15am – 2:00pm on Saturdays. Makeup games may occasionally be played on weekday evenings.
- What to bring: Players should bring shin guards, and water bottle (and a ball if they have one) to practices, and additionally must wear the official Lombard Park District soccer jersey to all games. Jerseys may be purchased at Sunset Knoll Recreation Center anytime during regular business hours for \$16.00.

Parents' Code of Ethics

I hereby pledge to provide positive support, care, and encouragement for my child participating in youth sports activities by following this Parent's Code of Ethics:

- I will encourage sportsmanship and character development by showing support for all players, coaches, and officials involved at every game and practice session.
- In conjunction with the Lombard Park District, I will place the emotional and physical well being of the children ahead of a personal desire to win.
- I will insist and help to ensure that my child and his or her team play under safe conditions at all times.
- I will expect that my child's coach and team adhere to all rules of participation and competition at all times.
- In accordance with the Lombard Park District and Lombard Character Counts! Coalition, we will uphold the principals of the six pillars of trustworthiness, respect, responsibility, fairness, citizenship, and caring.
- I will not condone the use of drugs, alcohol, or tobacco at any Lombard Park District event and will refrain from their use at all games and practice sessions.
- In an effort to aid their development, I will make every attempt to make sure that my child attends all practices/games on a timely basis.
- As a family and team, we will respect all of our teammates, opponents, referees, coaches, and league officials.
- I will do my best to actively take on any role necessary to improve the quality of my child's sports experiences.
- I will remember that youth sports programs are intended for the youth of our community and I will do my best to make these experiences fun and rewarding.

Thank you for your commitment to the Lombard Park District Youth Sports Programs and for pledging to follow this code of ethics!

Expectations of Parents

- 1) Exhibit good sportsmanship toward all participants, coaches, referees, and other parents, both on one's own team and the opposing teams.
- 2) Communicate in a constructive way with Lombard Park District staff, including coaches, referees, and program manager.
- 3) Fill out Youth Sports Information Form upon registration.
- 4) Help coaches keep the program fun.
- 5) Adhere to the Parents' Code of Ethics

Behavior contrary to the Park District Policy will not be tolerated. The Park District does reserve the right to limit coach/parent participation in the youth athletic programs. Violation of the above rules will result in the following:

- 1st Offense: Minimum 1 game suspension
- 2nd Offense: Minimum 3 game suspension

The Athletic Staff, depending on the severity of the violation, may take further action.

Behavior Management:

All participants and spectators are expected to adhere to the Lombard Park District rules and philosophies as well as local, state and federal statutes at all times. Any individual who violates these rules will be subject to disciplinary action up to and including removal from the program. Any coach, player, or parent removed from a game for disciplinary reasons will have to meet with the Program Manager prior to re-instatement. Any removed from a match must leave the field immediately. The referees, site supervisors or Program Manager on duty at that time, will handle all problems.

Any individual who has been administered a disciplinary action has the right to an appeal. This appeal must be in writing and received within 24 hours of the disciplinary action. The Park District will review this appeal in a timely fashion and all disciplinary action will stay in effect while the appeal is reviewed.

Appeals should be directed to:

**Lombard Park District
Attn: Rick Poole, Director of Recreation
820 S. Finley Rd
Lombard, IL 60148**

Coach/Player/Parent Conduct:

1. Any coach, player, or parent removed from a game for disciplinary reasons will have to meet with the Program Manager prior to re-instatement. Anyone removed from a match must leave the field immediately. The referees, site supervisors or Program Manager on duty at that time, will handle all problems.
2. Eat Healthy! Through the years, it has become common for parents to bring after-game snacks for the team. In keeping with promoting health and fitness, we ask that you choose healthy items when doing so.
3. No consumption of alcohol, drugs, or smoking is allowed at any time on the sidelines during games and practices by coaches or parents.
4. Referees and site supervisors have the right to shorten the length of quarters (with notification of both coaches) due to injuries, weather, darkness or any unforeseen problems to keep the program on schedule as a whole. Any match that is into the 2nd half of play shall be considered final if stopped due to weather or field conditions.
5. Lost and found items will be taken to Sunset Knoll Recreation Center at 820 S. Finley Rd if they are not still in the equipment box at the field. Please check the box first. Lost and found items are donated to charity on a quarterly basis, so please act quickly if something turns up missing.
6. Parents are expected to pick up their children on a timely basis from all practices and games. Please show respect for your coaches by being prompt. Make every effort to let your coach know if your child will be absent from a match for planning purposes.
7. This program, as are all Lombard Park District youth sports programs, is designed for the enjoyment of the participants themselves. We strive to make the programs safe, enjoyable and a positive experience for your child so that they will want to continue participating as they grow older. Your help in achieving this as parents and coaches is greatly appreciated.
8. Teams should practice no more than twice per week on either a Lombard Park District or School District #44 site within the Lombard Park District limits.
9. Please call with any questions or suggestions, 620-7322.

For further guidelines, please see the Parents' Code of Ethics.

Team Formation Guidelines

The following youth sports guidelines have been developed in an effort to create a fair and equitable way to form Lombard Park District youth sports teams. Listed below are guidelines for forming teams. Coach and friend requests are not guaranteed.

- Grades 1-2
 - All teams will be formed in an effort to distribute players based on age and skill level.
 - All first graders will be allowed one friendship request. For any friendship request to be honored the friend must also request the participant.
 - All second graders will receive the choice of **either** a friendship request **or** returning to their previous team, at the discretion of the program manager.
- Grades 3-4
 - All teams will be formed in an effort to distribute players based on age and skill level.
 - All third graders will be allowed one friendship request. For any friendship request to be honored the friend must also request the participant.
 - All fourth graders will receive the choice of **either** a friendship request **or** returning to their previous team at the discretion of the program manager.
- Grades 5-6
 - All teams will be formed in an effort to distribute players based on age and skill level.
 - All fifth graders will be allowed one friendship request. For any friendship request to be honored the friend must also request the participant.
 - All sixth graders will receive the choice of **either** a friendship request **or** returning to their previous team at the discretion of the program manager.
- Grades 7-9
 - All teams will be formed in an effort to distribute players based on age and skill level.
 - All seventh graders will be allowed one friendship request. For any friendship request to be honored the friend must also request the participant.
 - All eighth graders will receive the choice of **either** a friendship request **or** returning to their previous team at the discretion of the program manager.

After friendship requests are paired up, participants will be assigned to teams taking into account a variety of predetermined factors. Each team will automatically have the coach's and assistant coach's children placed on their team. Each head coach is only assigned one assistant coach. In the event a coach requests an assistant, this will also count as their friendship request. All siblings falling within the same age group will be placed on the same team. Participants who are on the waitlist will not be guaranteed a team or a friendship request. **THERE ARE NO GUARANTEES OF RECEIVING YOUR REQUESTED COACH!!!**

Youth Soccer FAQ Spring 2012

How are practices organized?

Each team will have 1 practice/week, weather permitting. Practices are scheduled to start the week of April 9, but some teams may practice one week earlier. It is encouraged for coaches to try to maintain a regular day each week to practice, but coaches are allowed to change to another day if they are unable to hold a practice on their normal day. Please be mindful of the number of teams that will be practicing and do not take up more space than is necessary. There will be no reservations of fields for practices. Coaches should use their discretion regarding practicing in wet weather, and should use safety guidelines enclosed in the coaches manual. Under no circumstances should teams practice during thunder storms or heavy rain. There will be rare occasions in which games are scheduled on game fields during the week, but we'll try to keep everyone informed about this ahead of time.

How are the teams made?

Please see the Team Formation Guidelines. There are no guarantees that your child will receive the coach of his/her choice. You will be assigned to a team, and you can expect to hear from a coach by April 1. Please call (630) 620-7322 immediately if you have not heard from a coach after this date.

Where will games be played?

Games will be played on Saturdays at Four Seasons Park – (Approximately 16th St & Main St), Lombard Common (near Paradise Bay Water Park), or Sunset Knoll (820 S. Finley Rd). Grades 5-8 will also have some games at Ackerman Park in Glen Ellyn. Prior to the first week of practice, coaches will receive game field maps and this information will also be available online for participants.

When will games be played?

The season will be played on **Saturdays** from **April 14-June 2**. Note: Grades 5-9 may start one week sooner. If there are any rainouts, there will be **makeup games** scheduled on **June 9**. Some makeup games may also be scheduled on weekday evenings. Games will generally start no earlier than 8:15am, and no later than 2:30pm. Games will last approximately one hour. Game schedules will also be available online by April 1. See Game Schedule/Field grid at end of this FAQ.

How do we know if games will be cancelled or not?

Please call the sports hotline at (630) 415-3479. A message will be left regarding game status by approximately 7:45am on Saturday game days. Do not assume there will be games even if the weather appears nice, because heavy rainfall may result in fields being unplayable, even if game day itself has pleasant weather. If it begins raining in the middle of the game day, a new message will be left on the hotline only if we are cancelling the games.

When is picture day?

Picture Day will be on a Saturday May 5 at Pleasant Lane School. Picture times for each team will be posted online at least one week prior to the picture date. Generally, the pictures will be in the morning or early afternoon. If you are unable to make it to your team's designated time, then you will not be able to appear in the team picture, however, we will have a couple of other times built into picture day for individual pictures.

When will we hear from our coach?

Coaches will be instructed to contact their players no later than March 31. If you do not hear from a coach by that date, immediately contact the Lombard Park District at (630) 620-7322. Your coach will let you know the date/time/location of your first practice.

A plug for the website:

We can't emphasize enough what a resource the Lombard Park District website is. **Game Schedules; Field/Park Maps; Parent Manuals; Picture Day information**, is all available at www.lombardparks.com (then click Programs then Athletics from the drop-down menu).

Game Field Information

Age Level	Primary Game Field Location	Range of Game times
Coed Pre-K	Lombard Common #1 & #2	8:15-2:30
Coed Kindergarten	Four Seasons #4	8:30-1:30
Boys Grades 1-2	Four Seasons #1, #2	8:30-1:00
Girls Grades 1-2	Four Seasons #1, #2	8:45-12:45
Boys Grades 3-4	Four Seasons #3	8:30-1:30
Girls Grades 3-4	Four Seasons #3	8:30-1:30
Boys Grades 5-6	Sunset Knoll #2, Ackerman Park	8:30-1:00
Girls Grades 5-6	Sunset Knoll #2, Ackerman Park	8:30-1:00
Coed Grades 7-9	Sunset Knoll #1, Ackerman Park	8:30-1:00

Please note: These times and field locations are all tentative. Field locations/times may change based on field conditions, and the number of teams in each league