



CANADA SOCCER CLUB LICENSING PROGRAM

APPLICATION



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CANADA SOCCER NATIONAL – DECLARATION OF INTENT

St. John's Soccer Club
P.O. Box 21007
MacDonald Drive, St. John's NL
A1A 5B2



3 January 2020

Canada Soccer Association
C/o Dave Nutt,
Manager of Development,
Telephone, 306-203-4620
E-mail – dnutt@canadasoccer.com

Dear Mr. Dave Nutt:

The St. John's Soccer Club (SJSC) would like to submit this Declaration of Intent as the first step towards the Canada Soccer Associations (CSA) National Youth Club Licensing Program, as a member in good standing, of the Provincial Sport Organization (PSO) Newfoundland and Labrador Soccer Association (NLSA).

As a soccer club, we recognize the importance, accountability and progression in becoming a Licensed Club and would very much like to pursue this ambition. We recognize that continual and necessary improvements, will be for the betterment of the game and our members.

The SJSC programs are for young players who desire to learn and play soccer at the highest level, with an overall focus on Long Term Player Development (LTPD). Our annual registration is consistently 800+ members, including both girls and boys from our (U4-U6) micro program, (U7-U15) house league (U7-U13) metro teams, through to our competitive level of (U13-U17) rep teams.

From season to season, our clubs recreational to competitive programs are overseen by a large number of volunteer coaches, assistant coaches, managers that are all encouraged to seek opportunities for skills and the necessary certification.

To be a part of the CSA National Youth Licensing Program, is a welcome opportunity that will most definitely drive the SJSC in a positive direction.

I look forward to your acceptance of this Declaration of Intent and details leading us to the next steps in this process. If you require any further information, in way of questions or concerns...please do not hesitate to contact me.

Sincerely,

Scott Betts
Technical Director
(709) 730-8151
sbetts59@gmail.com

(709) 576-8041

King George V Park

www.sjsoccer.ca

CANADA SOCCER STANDARDS FOR QUALITY SOCCER

Organizations applying for recognition as a Canada Soccer Quality Soccer Provider must submit the following information to Canada Soccer:	
1	Organization Name
	St. John's Soccer Club
2	Location
	King George V Park
3	District/Region (if applicable)
	St. John's
4	Province/Territory
	Newfoundland and Labrador
5	Membership Status
	In Good Standing
6	President — Name, Contact Information (phone and email)
	Brian Murphy (709) 576-8041 [brianmurphy@nl.rogers.com]
Program Information:	
7	Stream(s) of Participation (Grassroots, Community, Competitive, Development, Performance)
	All of the above
8	Stage(s) Age(s) of Participation
	Active Start, Fundamentals, Learning to Train, Training to Train, Training to Win, Soccer for Life
9	Gender(s) of Participation
	Female and Male
10	Club Infrastructure Form — Facilities
	See page 7-8

Mission Statement



Our mission is to partner with all soccer stakeholders to provide a fun, positive and challenging learning environment that promotes on-going technical and tactical skill development, supports attaining maximum individual potential, fosters individuality, celebrates player achievement and encourages responsibility as players in a team game.

Club Infrastructure Form



Canada Soccer Club Licensing Program
Infrastructure Form

Club Name

St. John's Soccer Club

Facilities

Please list the facilities your organization uses for program delivery. For each facility, please include: Name, Address, size and Primary Use (i.e. Training, 7v7 Game, 9v9 Game, 11v11 Game etc.) and type of surface (i.e. Grass, Artificial).

You can submit an additional document if information does not fit on this form.

See following page

Facilities are accessible to participants of all abilities?

☒

Yes

☐

No

The ability to access facilities should not be a barrier to participation for prospective players, regardless of physical ability. The purpose of this requirement is to ensure access to programs and services and to improve opportunities for persons with disabilities.

Website or other official online locations (Facebook, Twitter, Instagram, YouTube, etc.)
(if applicable)

sjsoccer.ca

Facilities Matrix



Name	Address	Size	Primary Use
King George V Park	3 Carnell Drive St. John's, NL A1A 1K5	Field Turf 115 x 75 Mini Field Turf 30 x 15	<ul style="list-style-type: none"> ▪ Senior League Games ▪ Premier Youth & Metro League Training & Games ▪ Micro Program
Wishingwell Park (East Field)	Empire Avenue	Natural Grass 102 x 62	<ul style="list-style-type: none"> ▪ Metro Team Training
Ayre Athletic Grounds (Upper)	23 Adams Avenue St. John's, NL A1C 4Z1	Natural Grass (4 – (2 -	<ul style="list-style-type: none"> ▪ House League Practices & Games ▪ Micro Program
Ayre Athletic Grounds (Lower)	23 Adams Avenue St. John's, NL A1C 4Z1	Natural Grass 80 x 50	<ul style="list-style-type: none"> ▪ House League Team Practices & Games
Mundy Pond (Charlie Bhnisch)	56 Blacker Avenue St. John's, NL A1E 3E7	Natural Grass 110 x 70	<ul style="list-style-type: none"> ▪ Premier Youth League Team Training
Churchill Park (West Field)	Elizabeth Avenue	Natural Grass 82 x 50	<ul style="list-style-type: none"> ▪ House League Games
Churchill Park (East Field)	Elizabeth Avenue	Natural Grass 60 x 40	<ul style="list-style-type: none"> ▪ House League Games
Airport Heights	108 McNiven Place St. John's, NL A1A 4X1	Natural Grass 105 x 55	<ul style="list-style-type: none"> ▪ House League Games
Southlands (Teakwood)	38 Teakwood Drive St. John's, NL A1H 1B2	Natural Grass 105 x 70	<ul style="list-style-type: none"> ▪ Premier Youth League Team Training
Bowering Park (Jamie Morry)	305 Waterford Bridge Road St. John's, NL A1E 1E7	Natural Grass 110 x 70	<ul style="list-style-type: none"> ▪ Premier Youth League Team Training
Techniplex (Indoor Facility)	39 Churchill Avenue St. John's, NL A1A 0H7	Field Turf 90 x 60 (3 – 30 x 60)	<ul style="list-style-type: none"> ▪ Winter Training Program (Micro / Metro / Premier Youth Team Training)
MacDonald Drive Junior High School	110 MacDonald Drive St. John's, NL A1A 2K9	Resource Centre	<ul style="list-style-type: none"> ▪ Coaches Meetings ▪ Parents Meetings

Organizations applying for recognition as a Canada Soccer Quality Soccer Provider must meet the following criteria: Safe:

11	Adheres to Canada Soccer Code of Conduct and Ethics
	See pages 10-17
12	Has a Code of Conduct to Protect Children
	See pages 18-21
13	Has Guidelines for Appropriate/Inappropriate Conduct between Adults/Adolescents and Children
	See page 30
14	Has a Policy requiring that any suspicion of child abuse is reported to law enforcement
	See page 31-33
15	Has a Policy outlining what to do if you witness inappropriate conduct that is provided to parents, coaches, and team personnel
	See page 34
16	Provides an environment that supports participant's physical and emotional safety (free of bullying, discrimination, etc.)
	See pages 35-37
Supports the Coaches Association of Canada Responsible Coaching Movement:	
17	Has a Rule of Two Policy on which it educates players, parents, coaches, and team personnel
	See page 66-67
18	All coaches and team personnel have completed Respect in Sport Activity Leader training
	See page 68
19	All coaches and team personnel have completed proper Background Screening, including a Criminal Record Check (CRC) with Vulnerable Sector Check (VSC) or Enhanced Police Information Check (E-PIC) within the last 3 years
	See pages 69-75
20	Facilities and equipment are safe, well-maintained, and in good condition
	See pages 77-79

Newfoundland and Labrador Soccer Association Code of Conduct and Ethics
(March 20, 2020)

(adopted by)



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1. **Definitions** – The following terms have these meanings in this Code:
 - 1.1. **Officials** means anyone, with the exception of players, performing an activity connected with the NLSA, regardless of title, the type of activity (administrative, sporting or any other) and the duration of the activity. It includes, but is not limited to, all Directors, Officers, committee members, Judicial Body members, coaches, trainers, referees, assistant referees, fourth officials, match commissioners, referee inspectors, diversity officers, persons in charge of safety, and any other person responsible for technical, medical and/or administrative matters in the NLSA, as well as all other persons obliged to comply with the NLSA *By-laws*.
 - 1.2. **Staff** means any paid or volunteer person in a permanent or temporary position.
 - 1.3. **Team Personnel** includes, but is not limited to, coaches, assistant coaches, guest coaches, managers, gender representatives, heads of delegation, medical or other personnel in a position of influence on the athletes.
2. **Purpose**
 - 2.1. The purpose of the NLSA *Code of Conduct and Ethics* (hereinafter referred to as the Code) is to ensure a safe and positive environment (within NLSA's programs, activities, and events) by making individuals aware that there is an expectation, at all times, of appropriate behavior consistent with the NLSA's core values. The NLSA supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect.
 - 2.2. This Code is not intended to specifically outline every instance of misconduct. Misconduct that is not in line with the values of the NLSA or with the purpose of this Code may still constitute a breach of the Code and be subject to sanctions even though not specifically included in the Code.
3. **Application of this Code**
 - 3.1. This Code applies to Officials, Athlete Members, Life Members, players and individuals employed or engaged by the NLSA.
 - 3.2. The Code also applies to the Directors of the Provincial / Territorial Association Members, Professional Club Members or League Members or any other individuals who perform duties on behalf of these Members when the Members are engaged in soccer-related activities sanctioned by the NLSA.
 - 3.3. This Code focuses on the conduct of actions on and off the field of play. Any breach of this Code will be addressed as described in the NLSA *Disciplinary Code*
4. **Responsibilities** – All parties referred to in Section 3 have a responsibility to:
 - 4.1 Comply, at all times, with the NLSA *By-laws, Rules and Regulations*, policies, procedures and directives.
 - 4.2 Work in a spirit of partnership to collaborate with the NLSA and all its Members and stakeholders to align efforts to achieve the Mission of the NLSA.
 - 4.3 Resolve conflicts in a professional and civil manner on issues that may be in dispute.

4.4 Maintain and enhance the dignity and self-esteem of NLSA Members and other individuals by:

4.4.1 Demonstrating respect to individuals regardless of body type, physical characteristics, athletic ability, age, ancestry, colour, race, citizenship, ethnic origin, place of origin, creed, disability, family status, marital status, gender identity, gender expression, sex, and sexual orientation

4.4.2 Directing comments or criticism appropriately and avoiding public criticism of Members;

4.4.3 Consistently demonstrating the spirit of fair play, sport leadership, and ethical conduct;

4.4.4 Consistently treating individuals fairly and reasonably;

4.4.5 Adhering to the *FIFA Laws of the Game*;

4.4.6 Demonstrating respect for the principle of fair play, which include:

a) Respect for both the letter and spirit of the rules;

b) Respect for referees and their decisions;

c) Respect for opponents, including modesty in victory and composure in defeat; Facilitation of access to sport; and

d) Maintenance of self-control at all times.

4.4.7 Refraining from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities;

4.4.8 Promoting the sport in the most constructive and positive manner possible;

4.4.9 Respecting the property of others and not willfully cause damage; and

4.4.10 Adhering to all federal, provincial, municipal and host country laws.

4.5 Integrity in Sport – All parties referred to in section 3.0 have a responsibility to:

4.5.1 Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods and adhere to the requirements of the Canadian Anti-Doping Program;

4.5.2 Respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by the NLSA or any other sport organization;

4.5.3 Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport, who has violated an anti-doping rule and is serving a sanction involving a period of ineligibility imposed pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code;

4.5.4 Refrain from consuming alcohol in excess and from the use of illicit drugs while participating in NLSA programs, activities, competitions, or events;

4.5.5 Refrain from consuming alcohol, drugs and using tobacco in situations where minors are present;

4.5.6 Reject and condemn all forms of bribery and corruption;

4.5.7 Refrain from accepting or giving gifts or other benefits that influence an act that is related to their official activities. If in doubt, gifts shall not be offered or accepted;

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4.5.8 Refrain from offering or accepting cash, other than reasonable per diems, expense reimbursement or salaries;

4.5.9 Refrain from forging or falsifying a document nor use such;

4.5.10 Ensure information obtained while carrying out one's duties is treated as confidential if that information is received or can be understood as confidential. Respect the confidentiality of the information after the relationship with the NLSA ceases;

4.5.11 Ensure transparency in all actions and decisions;

4.5.12 Remain politically neutral; and

4.5.13 Refrain from betting in connection with soccer and not tolerate any form of manipulation of match results – whether for financial, sporting or political gain, and ensure information in any form that is not publicly available is not used for the above purposes for oneself or another party.

4.6 Harassment – All parties referred to in Section 3.0 have a responsibility to:

4.6.1 Refrain from any behaviour that constitutes harassment, where harassment is defined according to the Canadian Human Rights Commission as a form of discrimination that involves any unwanted physical or verbal behaviour that offends or humiliates. Generally, harassment is a behaviour that persists over time. Serious one-time incidents can also sometimes be considered harassment.

4.6.2 Types of behaviour that constitute harassment include, but are not limited to:

- a) Written or verbal abuse, threats, or outbursts;
- b) The display of visual material which is offensive or which a reasonable person ought to know is offensive in the circumstances;
- c) Unwelcome remarks, jokes, comments, innuendo, or taunts;
- d) Leering or other suggestive or obscene gestures;
- e) Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect conditions of participation;
- f) Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance;
- g) Any form of hazing;
- h) Retaliation or threats of retaliation against an individual who reports harassment;
- i) Bullying;
- j) Offensive or intimidating phone calls, texts, voice mails or emails;
- k) Displaying or circulating offensive pictures, photographs or materials in printed or electronic form;
- l) Psychological abuse;
- m) Discrimination;
- n) Words, actions or an environment which is known or should reasonably be known to be offensive, embarrassing, humiliating, demeaning or intimidating; and
- o) Behaviours such as described above that are not directed towards a specific individual or group but have the same effect of creating a negative or hostile environment.

4.6.3 Refrain from any behaviour that constitutes violence, where violence is defined as the exercise of physical force, that causes or could cause physical injury; an attempt to exercise physical force that could cause physical injury; or a statement or behaviour that it is reasonable to interpret as a threat to exercise physical force. Types of behaviour that are applicable to this section include, but are not limited to:

- a) Verbal threats to attack;
- b) Sending or leaving threatening notes, texts, voice mail or emails;
- c) Making threatening physical gestures;
- d) Wielding a weapon;
- e) Hitting, pinching or unwanted touching which is not accidental or deemed to be generally accepted as a part of sport participation;
- f) Throwing an object in the direction of someone;
- g) Blocking normal movement or physical interference, with or without the use of equipment; and
- h) Any attempt to engage in the type of conduct outlined above.

4.6.4 Refrain from any behaviour that constitutes sexual harassment, where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favours, or conduct of a sexual nature. Types of behaviour that constitute sexual harassment include, but are not limited to:

- a) Sexist jokes;
- b) Sexual violence;
- c) Display of sexually offensive material;
- d) Sexually degrading words used to describe a person;
- e) Inquiries or comments about a person's sex life;
- f) Unwelcome sexual flirtations, advances, requests, invitations or propositions;
- g) Inappropriate sexual touching, advances, suggestions or requests;
- h) Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing; and
- i) Physical or sexual assault.

4.7 Additional Responsibilities

4.7.1 Directors, Committee Members, Judicial Body Members, and Staff –The NLSA's Directors, Committee Members, and Judicial Body Members must also:

- a) Comply and be familiar with all NLSA governance documents applicable to their role and responsibility;
- b) Act with honesty and integrity and conduct themselves in a manner which maintains the confidence of Members and other stakeholders;
- c) Ensure that the NLSA's financial affairs are conducted with due regard for all fiduciary and operational responsibilities;
- d) Conduct themselves openly, professionally, lawfully and in good faith in the best interests of the NLSA;
- e) Be independent and impartial and not influenced by self-interest, outside pressure, expectation of reward, or fear of criticism;

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- f) Behave with decorum appropriate to both circumstance and position, and be fair, equitable, considerate, and honest in all dealings with others;
- g) Keep informed about NLSA's activities, the national sport community, and general trends in sport;
- h) Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which the NLSA is incorporated;
- i) Respect the confidentiality appropriate to the business at hand;
- j) Ensure that Members are given sufficient opportunity to express opinions, and that all opinions are given due consideration and weight;
- k) Respect the decisions of the majority and resign if unable to do so; and
- l) Commit the time to attend meetings and be diligent in preparation for, participation in, and follow-up from such meetings.

4.7.2 NLSA's Staff must also:

- a) Comply and be familiar with the *NLSA Rules and Regulations* and operational policies applicable to their role, responsibilities and /or their involvement in an event sanctioned by the NLSA; and
- b) Exercise the degree of care, diligence, openness, honesty, decorum and skill required in the performance of their duties.

8. Team Personnel

The team personnel-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of the athlete. Team personnel must recognize the power inherent in the position of team personnel and respect and promote the rights of all participants in sport. This is accomplished by establishing and following procedures for confidentiality (right to privacy),

informed participation, and fair and reasonable treatment. Team personnel have a special responsibility to respect and promote the rights of participants who are in a vulnerable or dependent position and less able to protect their own rights. This section applies equally to the relationship between match officials and their coaches, instructors, accessors, and mentors.

Team personnel must also:

- 4.8.1.** Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability, and fitness level of the involved athletes;
 - a) Prepare athletes systematically and progressively, using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm athletes;
 - b) Avoid compromising the present and future health of athletes by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of athletes' medical and psychological treatments;
 - c) Provide athletes (and the parents/guardians of a minor) with the information necessary to be involved in decisions that affect the athlete;
 - d) Act in the best interest of the athlete's development as a whole person;

- e) Respect other team personnel;
- f) Report any ongoing criminal investigations, previous convictions or existing bail conditions;
- g) Under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or performance-enhancing substances and, in the case of minors, alcohol and/or tobacco;
- h) Respect athletes playing with other teams;
- i) Not engage in a sexual relationship with an athlete under 18 years old, or an intimate or sexual relationship with an athlete over the age of 18 if in a position of power, trust, or authority over the athlete;
- j) Dress professionally, neatly, and inoffensively; and
- k) Use inoffensive language, taking into account the audience being addressed.

4.8.2 Athletes – Athletes must also:

- a) Report any medical problems in a timely fashion, when such problems may limit their ability to travel, practice, or compete; or in the case of carded athletes, interfere with the athlete's ability to fulfill requirements under the Athlete Assistance Program;
- b) Participate and appear on time, well-nourished, and prepared to participate to their best abilities in all competitions, practices, training sessions, tryouts, tournaments, and events;
- c) Adhere to the NLSA's requirements regarding clothing and equipment;
- d) Never ridicule a participant for a poor performance or practice; and
- e) Act in a sportsmanlike manner and not engage in violent behaviour, foul language, or offensive gestures.

4.8.3 Match Officials – Match Officials must also:

- a) Conduct themselves with dignity both on and off the field of play, and by example seek to inspire the principles of fair play in others;
- b) Adhere to all standards and directives established by the NLSA, Canada Soccer and the International Football Association Board and FIFA;
- c) Be neat in appearance and maintain a high level of physical and mental fitness;
- d) Study and enforce the current Laws of the Game and any event-specific rules and regulations;
- e) Perform his/her designated duties, including attending organized clinics and lectures, etc. and shall assist their colleagues in upgrading and improving their standards of officiating, instructing and assessing;
- f) Adhere to the NLSA's Anti-Doping Policy;
- g) Honour any appointments accepted, unless unable to do so by virtue of illness or personal emergency;
- h) Not publicly criticize other referees or the NLSA;
- i) Not make any statement to the media (newspaper, television, radio, etc.) related to a game in which the referee has officiated, or to the performance of the players or other officials;
- j) Not accept any appointment to officiate in unsanctioned events;

- k) Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others;
- l) When writing reports, set out the true facts and not attempt to justify any decisions; and
- m) Report any approach to fix the result of a match.

4.8.4 Spectators and Parents – Spectators and Parents are expected to:

- a) Encourage athletes to play by the rules and to resolve conflicts without resorting to hostility or violence;
- b) Never ridicule a participant for making a mistake during a performance or practice;
- c) Provide positive comments that motivate and encourage participants' continued effort;
- d) Respect the decisions and judgments of officials and encourage athletes to do the same;
- e) Respect and show appreciation to all competitors, and to the coaches, officials, and other volunteers who give their time to the sport; and
- f) Refrain from entering the training or competition area and from interfering with any activities.

5.0 Duty of Disclosure, Reporting and Cooperation

- 9. Any behavior prohibited by this Code that is experienced or observed must be reported confidentially and in writing to the following email address: ethics@nlsa.ca

5.2 When a report is submitted, the following shall apply:

- a) A person reporting a violation of this Code shall be provided the opportunity to remain anonymous, save and except in those circumstances where the nature of the disclosure and/or the resultant investigation make it necessary to disclose identify (for example, legal investigations or proceedings). In such cases, all reasonable steps shall be taken to protect the person reporting from harm as a result of having made a disclosure.
- b) The identity of the person submitting a report shall remain confidential unless the person and the Ethics Panel members agree otherwise.
- c) A person is protected against retaliation as a result of having made, in good faith, a report which the person believes to be valid or as a result of such person having otherwise assisted in the investigation of the report. Retaliation against a person who raises a concern, in good faith, will not be tolerated and is considered a violation of this *Code*.
- d) All parties must cooperate fully with the Ethics, Disciplinary and Appeals Panels as requested.

6.0 Coming Into Force

6.1 This NLSA *Code of Conduct and Ethics* will be reviewed on an annual basis and may be amended, deleted or replaced by Ordinary Resolution of the Board of Directors.

Child Protection Code of Conduct



The St. John's Soccer Club (SJSC) has developed the following Child Protection Code of Conduct guide our employees/volunteers in their interactions with children. The safety, rights and well-being of children we serve are at the core of SJSC daily programs. The SJSC nurtures supportive relationships with children while balancing and encouraging appropriate boundaries.

WHY A CODE OF CONDUCT IS IMPORTANT?

The SJSC is committed to ensuring all children are protected and safe. A Code of Conduct is an important part of creating safe environments for children. The safety, rights and well-being of children participating in our programs is a priority in the daily operations of the SJSC.

The intent of the Code of Conduct is to guide the club's staff and volunteers in developing healthy relationships with the children involved in sport programs delivered by SJSC, and to model appropriate boundaries for children.

TREATING CHILDREN WITH DIGNITY AND MAINTAINING BOUNDARIES

All Staff/volunteers must:

- Treat all children with respect and dignity
- Establish, respect, and maintain appropriate boundaries with all children and families involved in activities or programs delivered by the organization

It is important to monitor your own behaviour towards children, and pay close attention to the behaviour of your peers to ensure that behaviour is appropriate and respectful, and will be perceived as such by others.

All of your interactions and activities with children should be:

- known to SJSC and the parents of the child
- tied to your duties, and
- designed to develop the child's skills within SJSC programming

Always consider the child's reaction to any activities, conversations, behaviour or other interactions. If at any time you are in doubt about the appropriateness of your own behaviour or the behaviour of others, you should discuss it with the SJSC Youth Committee.

Examples of unacceptable behaviour toward a child:

- Embarrassing
- Shaming
- Blaming
- Humiliating
- Putting them down

GENERAL RULES OF BEHAVIOUR

Staff/volunteers of the SJSC must not:

- Engage in any sort of physical contact with a child that may make the child or a reasonable observer feel uncomfortable, or that may be seen by a reasonable observer to be violating reasonable boundaries.
- Engage in any communication with a child within or outside of duties with the child, that may make the child uncomfortable or that may be seen by a reasonable observer to be violating reasonable boundaries.
- Engage in any behaviour that goes against (or appears to go against) the organization's mandate, policies, or Code of Conduct to Protect Children, regardless of whether or not they are serving the organization at that moment.
- Conduct their own investigation into allegations or suspicions of potentially illegal or inappropriate behaviour – it is a staff/ volunteer's duty to report the matter to the designated person, Child Welfare Agency, or law enforcement, not to investigate.

WHAT CONSTITUTES IN APPROPRIATE BEHAVIOUR?

Inappropriate behaviour includes:

10. Inappropriate Communication

Communication with a child or his/her family outside of the context of duties for the organization, regardless of who initiated the exchange. For example:

- Personal phone calls not tied to duties with the child
- Electronic communications (email, text message, instant message, online chats, social networking including “friending”, etc.) not tied to duties with the child
- Personal letters not tied to duties with the child
- Excessive communications (online or offline) This Code is intended as an example only. Organizations must adjust for use, taking into account any existing policies, local legal and licensing requirements, and risks facing the organization.

11. Inappropriate Contact

Spending unauthorized time with a child outside of designated SJSC duties.

12. Favouritism

Singling out a child or certain children and providing special privileges and attention. For example, paying a lot of attention to, giving or sending personalized gifts, or allowing privileges that are excessive, unwarranted or inappropriate.

13. Taking Personal Photos/Videos

Using a personal cell phone, camera or video to take pictures of a child, or allowing any other person to do so, as well as uploading or copying any pictures you may have taken of a child to the Internet or any personal storage device. Pictures taken as part of your job duties are acceptable, however, the pictures are to remain with the organization and not be used by you in a personal capacity. Inappropriate behaviour also includes:

14. Telling sexual jokes to a child, or making comments to a child that are or is in any way suggestive, explicit or personal.

6. Showing a child material that is sexual in nature, including, signs, cartoons, graphic novels, calendars, literature, photographs, screen savers, or displaying such material in plain view of a child, or making such material available to a child

7. Intimidating or threatening a child

15. Making fun of a child

Inappropriate behaviour will not be tolerated, especially as it relates to the well-being of the children involved in activities or programs delivered by the SJSC.

Whether or not a particular behavior or action constitutes inappropriate behaviour will be a matter determined by SJSC having regard to all of the circumstances, including past behaviour, and allegations or suspicions related to such behaviour.

REPORTING REQUIREMENTS

All staff and volunteers must report suspected child sexual abuse, inappropriate behaviour or incidents that they become aware of, whether the behaviour or incidents were personally witnessed or not.

Where to report:

1. All allegations or suspicions of potentially illegal behaviour (for example, child sexual abuse) that a staff/volunteer witnesses first-hand must be promptly reported to police and/or child welfare.

2. To ensure the protection of all children in our care, all allegations or suspicions of potentially illegal behaviour that a staff/volunteer learns of must also be promptly reported to police and/or child welfare. Police and/or child welfare will make the determination as to whether the allegation or suspicion requires further investigation.

16. All allegations or suspicions of inappropriate behaviour (see above examples), that a staff/volunteer learns of or witnesses first-hand must be reported to the Youth Committee of the SJSC by phone or email or by completing SJSC Serious Occurrence Form.

Keep in mind that you may learn of potentially illegal or inappropriate behaviour through the child or some other third party, or you may witness it first-hand. Examples of the type behaviour you may learn of or witness and that you must report as set out above includes:

- a) Potentially illegal behavior by a Staff/Volunteer of the organization
- b) Potential illegal behavior by a third party, such as a Parent, Teacher, Babysitter, Coach, etc.

If you are not sure whether the issue you have witnessed or heard about involves potentially illegal behavior or inappropriate behavior, discuss the issue with the Youth Committee who will support you through the process.

Remember: You have an independent duty to report all suspicions of potentially illegal behavior directly to police and/or child welfare.

St. John's Soccer Club – Youth Committee
Brian Murphy (709) 576-8041 [brianmurphy@nl.rogers.com]

SJSC Serious Occurrence Report Form (see following)

FOLLOW UP ON REPORTING

When an allegation or suspicion of potentially illegal behavior is reported, police and/or a child welfare agency will be notified. The SJSC will follow up internally as appropriate.

When an allegation or suspicion of inappropriate behavior is made, the sport organization will follow up on the matter to gather information about what happened and determine what, if any, formal or other disciplinary action is required.

In the case of inappropriate behavior, if:

- Multiple behaviours were reported
- Inappropriate behaviour is recurring, or
- The reported behaviour is of serious concern

The St. John's Soccer Club may refer the matter to a child welfare agency or the police.



The notion of Fair Play is a universally understood concept, which underpins all of sport. Without fairness, sport is devoid of any meaning or purpose. Worse still, it can be a detrimental experience for its participants.

But Fair Play is also a philosophy – one of respect for others, and respect for the institution of sport. It leads to an agreement, between all those involved in sport, on the values and lessons that we want sport to teach our children, and ourselves.

Playing fair also has to do with making choices. As we interact with each other in sport, or as spectators of sport, we must regularly consider and define what we think is right and what is not. Sport engages us in a collective effort to pursue human excellence. As our children interact with each other in sport, their ability to make good choices about fair play issues matures along with their ability to think and learn about what makes for a rewarding and fulfilling life in society.

Fair Play Code for Players

- I will participate because I want to, not just because my parents or coaches want me to
- I will play by the rules, and in the spirit of the game
- I will control my temper – fighting and “mouthing off” can spoil the activity for everybody
- I will respect my opponents
- I will do my best to be a true team player
- I will remember that winning isn’t everything, having fun, improving skills, making friends and doing my best is also important.
- I will acknowledge all good plays/performances – those of my team and of my opponents
- I will remember that coaches and officials are there to help me
- I will accept their decisions and show them respect

Fair Play Code for Coaches

- I will be reasonable when scheduling games and practices remembering that young players have other interests and obligations
- I will teach my players to play fairly and to respect the rules, officials and their opponents
- I will ensure that all players get equal instruction, support and playing time
- I will not ridicule or yell at my players for making mistakes or for performing poorly
- I will remember that children play to have fun and must be encouraged to have confidence in themselves
- I will make sure that equipment and facilities are safe and match the players ‘ages and abilities

- I will remember that children need a coach they can respect
- I will be generous with praise and set a good example
- I will obtain proper training and continue to upgrade my coaching skills

Fair Play Code for Officials

1. I will modify rules and regulations to match the skill level of the players
2. I will use common sense to ensure that overcalling the game does not lose the “spirit of the game” for the children
3. Actions speak louder than words. I will ensure that both on and off the field behavior is consistent with the principles of good sportsmanship
4. I will compliment both teams on their good plays whenever such praise is deserved
5. I will be consistent, objective and courteous in calling all infractions
6. I will act to promote fair play at all times
7. I will create a positive and constructive environment to help the participation and enjoyment of the children
8. I will make a personal commitment to keep myself informed on sound officiating principles and the principles of growth and development of children
9. I will enjoy the game, be friendly and try to improve my skills every game

Fair Play Code for Parents

1. I will not force my child to participate in sports
2. I will remember that my child plays sport for his or her enjoyment, not for mine
3. I will encourage my child to play by the rules and to resolve conflicts without resorting to hostility or violence
4. I will teach my child that doing one’s best is as important as winning, so that my child will never feel defeated by the outcome of a game/event
5. I will make my child feel like a winner every time by offering praise for competing fairly and trying hard
6. I will never ridicule or yell at my child for making a mistake or losing a competition
7. I will remember that children learn best by example.
8. I will applaud good plays/performance by both my child’s team and their opponents.
9. I will never question the officials’ judgment or honesty in public.
10. I will support all efforts to remove verbal and physical abuse from children’s sporting activities
11. I will respect and show appreciation for the volunteer coaches who give their time to provide sport activities for my child

(Taken from First Steps, First Kicks Publication by the Canadian Soccer Association with Fair Play definition taken from the Canadian Center for Ethics in Sport)



Policy Statement

The St. John's Soccer Club (SJSC) goal is to provide a positive soccer experience for all stakeholders involved with the club. Even with a dedicated leadership team, generous volunteers, and hard-working staff there are sometimes occurrences of a serious nature that need to be addressed formally and promptly by the club.

SJSC takes situations in which someone is offended, made to feel uncomfortable or intimidated or are put in a precarious position very seriously, as these situations can often be very upsetting and affect the relationship between those involved and the club.

The SJSC is committed to hearing, investigating and ensuring proper action is taken in the event of a serious occurrence. This policy has been created to outline the serious occurrence reporting process to address situations where an unwelcome conduct or communication creates an intimidating, hostile or offensive environment.

GLOSSARY OF POLICY TERMS

Serious Occurrences

A serious occurrence is defined as a situation in which inappropriate behaviour or unwelcome conduct is displayed in association with an SJSC program.

Inappropriate behaviour/unwelcome conduct is defined as follows:

➤ □ Comments, conduct, or gestures directed toward an individual or group of individuals which is insulting, intimidating, humiliating, malicious, degrading and/or offensive in nature.

Criminal Misconduct

Allegations of criminal misconduct or suspected player abuse will be reported to law enforcement.

Confidentiality

Every effort will be made to preserve confidentiality and protect the privacy of those involved in the investigation to the extent the investigative process allows.

Retaliation

Retaliation against any person involved in the complaint process is prohibited by the SJSC and will result in disciplinary action. This includes individuals who initiate complaints, persons against whom a complaint has been filed, players, and witnesses.

Reporting Procedure

The SJSC has developed and implemented a formal procedure for receiving, investigating and resolving complaints. The procedure will include reasonable and prompt time lines.

The SJSC – Youth Committee are responsible for receiving, investigating and resolving complaints.

Policy Review, Training and Usage Reporting

This Serious Occurrence Policy will be included in SJSC staff and volunteer orientations. The Policy and its related forms will be made available to all staff, players, parents, referees and volunteers via SJSC website and will be included in all program manuals.

This policy will be reviewed annually by SJSC – Youth Committee, and periodic staff training regarding this policy and reporting procedure will be scheduled throughout the year. The Youth Committee will recommend changes to the program, if applicable, at that time.

Reporting Procedure

If a member, parent, volunteer, player or employee believes he/she has been exposed to an inappropriate behaviour or an unwelcome conduct, he/she should bring this problem to the immediate attention of the SJSC – Youth Committee by completing the Serious Occurrence Report Form. This form should be submitted within 48 hours of the incident to ensure clarity and consistency in the report.

The completed Serious Occurrence Report Form should be submitted via one of the following ways:

- I. In person – Please submit the completed form in a sealed envelope, attention SJSC – Youth Committee. Please address the envelope to the St. John's Soccer Club – Youth Committee.
- II. Via email – Please email a copy of the completed form to the SJSC – Youth Committee.

Please be reminded that retaliation of any kind is strictly prohibited and may result in disciplinary action.

Investigation

All Serious Occurrence reports will be investigated as soon as reasonably possible and may consist of personal interviews with the complainant(s), the alleged perpetrator(s), and witnesses to the alleged incident(s). Please reference SJSC Serious Occurrence Report Review and Resolution Process for detailed steps regarding how claims are processed internally.

Resolution of Claim

Upon completion of the investigation, SJSC – Youth Committee will determine if an inappropriate behavior or an unwelcome conduct did in fact occur and recommend an appropriate resolution for the complaint. The complainant will be given a Written Notification of Resolution describing the actions to be taken to stop the inappropriate behavior or an unwelcome conduct.

The complainant may be advised of ways to resolve the problem on his/her own including, but not limited to:

- I. Meeting the individual in person and describe the inappropriate behavior or unwelcome conduct, how it makes him/her feel, and requesting that the behavior stop.
- II. Writing the individual and describe the inappropriate behavior or unwelcome conduct, how it makes him/her feel, and requesting that the behavior stop.
- III. Asking the SJSC – Youth Committee to meet the individual and request the behavior to stop.

If the complainant(s) find(s) the resolution acceptable, the Youth Committee or designee will follow up with the complainant to ensure that the problem has in fact been resolved. A confidential copy of the complaint and resolution will be filed with SJSC.

If the complainant(s) find(s) the resolution unacceptable, the Youth Committee or designee will follow up with a meeting between the parties to explore potential resolutions to the satisfaction of all parties involved and will work with both parties to ensure a reasonable resolution is reached.

If you have any questions regarding the St. John's Soccer Club Serious Occurrence Policy, Reporting Form or Review and Resolution Process, please contact SJSC – Youth Committee via email or by phone at 709-576-8041.

Serious Occurrence Report Form



The information revealed in this statement has been provided without restraint and I understand the content maybe disclosed to other parties if required. Formal complaint must be completed in writing to the St. John's Soccer Club (SJSC) – Youth Committee using this Serious Occurrence Report Form.

All the information contained below must be completed.

Name: _____

☐ Parent(s) ☐ Volunteer ☐ Player ☐ SJSC Employee ☐ Witness

Circumstances Surrounding the Allegation(s)	
Name of Accused:	
Relationship with Complainant:	
Time(s) of the Incident(s):	
Dates:	
Location(s) where the Alleged Incident(s) would have taken place:	
Name of Witness (1):	
Name of Witness (2):	
Name of Witness (3):	

STATEMENT – please provide a detailed description of the inappropriate behavior or conduct:

[illegible]

The information revealed in this statement has been provided without restraint and I understand the content maybe disclosed to other parties if required.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Date

The information revealed in this statement has been provided without restraint and I understand the content maybe disclosed to other parties if required.

Serious Occurrence Review and Resolution Process



INVESTIGATION PROCESS

Step 1	Receiving the Official Complaint
Step 2	Notify the Executive Director Immediately
Step 3	Planning the Investigation
Step 4	Conducting the Interviews/Gathering of Evidence
Step 5	Analyzing the Information and Evidence Gathered
Step 6	Documenting the Investigation
Step 7	Complete the Investigation Report

STEPS IN PLANNING

Identify the Allegations		Select the means
Step 1	The specific issue	Documents/Tools/Report
Step 2	Applicable corporate policies	Interviews
Step 3	Applicable contract(s)	Confidentiality – location
Step 4	Applicable collective agreement – N/A	Other
Step 5	Applicable legislation	Municipal/Provincial/Federal

FUNNEL APPROACH (The Pyramid)

Open Phase	Meeting the Plaintiff	<ul style="list-style-type: none"> Learn all relevant evidence Ask open-ended questions Ask: Who? What? Where? How? Why?
Clarification Phase	If required	<ul style="list-style-type: none"> Get clarification of details
Pinning Down Phase	Closing the Door	<ul style="list-style-type: none"> Make sure you have everything Recap and ask: <ul style="list-style-type: none"> Is there anything else I should know? Is there anyone else I should speak to?
Final Phase	Report Recommendation(s)	<ul style="list-style-type: none"> Make your recommendation(s) Complete the Investigation Report Communicate your findings

FINDINGS WORKSHEET

	ALLEGATIONS	EVIDENCE	REASONING	SUBSTANTIATED	
1				Yes	No
2				Yes	No
3				Yes	No
4				Yes	No



Model in image and portrait are illustrative.

Guidelines for Adults Interacting with Children in Sport

Sport offers incredible experiences and opportunities for children. These experiences are integral to enhancing child development. Positive experiences are tied to healthy relationships between athletes and coaches, as well as to safe environments where adults are accountable for their actions and behaviours. As such, the purpose of these guidelines is to establish a common understanding of expectations for adults interacting with children in sport, and a sense of safety for those who need to bring forward any concerns of misconduct towards children.

For the purpose of this document “a coach or adult” refers to any person working, volunteering or otherwise interacting with children in sport. “Children” refers to anyone under 18 years old.

This document does not address every situation nor is it meant to be an exhaustive list of acceptable or unacceptable conduct. It is meant to provide a framework within sport in which individuals are expected to exercise common sense and good judgment when interacting with children.

The Coach and Athlete Relationship

Generally, coaches are in a position of trust, and it's through professional boundaries that this foundation of trust between coaches and athletes is built. If boundaries are broken, that pillar of the relationship crumbles.

The coach and athlete relationship is also characterized by a power imbalance in favour of the coach. Athletes are taught to respect and listen to their coaches, and they are dependent upon the coach's knowledge and training to further develop their skills.

Both trust and power can be used to breach the coach-athlete relationship, and often this happens through boundary violations, which occur when the adult places their needs above the needs of the child and gains personally or professionally at the child's expense.

The responsibility is always with the adult to establish and maintain appropriate boundaries with children.



Age of Protection in Canada

The age of protection (also called the age of consent) is the age at which a young person can legally consent to sexual activity. The age of protection in Canada is generally 16 years old, but the *Criminal Code* increases that age to 18 in the context of certain relationships. If the child is:

Under 12 years old	No person can engage in sexual activity with the child under any circumstance.
12 or 13 years old	The age difference <u>must</u> be LESS THAN 2 years AND the relative positions of the parties must be such that a child is able to give consent.*
14 or 15 years old	The age difference <u>must</u> be LESS THAN 5 years AND the relative positions of the parties must be such that a child is able to give consent.*
16 or 17 years old	The relative positions of the parties <u>must</u> be such that a child is able to give consent.*

* For all children aged 12-17: If the other person is in a position of trust or authority over the child (e.g., a coach, teacher, etc.), the child is dependent on the other person or the relationship is exploitative of the child, the child is NOT able to give consent, making sexual activity in the context of such relationships illegal. **In these situations, only a person aged 18 or older is capable of consent.** The increased age takes into account the inherent vulnerability of the child and is meant to protect the child in situations that involve a power or other imbalance.



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INAPPROPRIATE CONDUCT


STEPS FOR REPORTING:


This card is a component of the Commit to Kids® program. It is intended as a quick reference for use in a sporting environment and is not meant to be exhaustive or to replace legal advice. Users are strongly encouraged to consult with any or all of child welfare, law enforcement and legal counsel as appropriate to a given situation.


1  A child **discloses information** or **information is discovered** indicating that a coach/volunteer may have acted inappropriately. (Document)


2  Coach who receives the report **notifies the supervisor/manager**. (Document)

3  Manager **notifies the head** of the organization.


4  **Consultation** between the manager and head of the organization to decide if concern is warranted. (Document)


5  If warranted, meet with accused coach/volunteer to **discuss allegations and concerns**. The individual is told about the complaint without disclosing the source. The individual is asked to respond to the allegation. (Document)

6  If the head of the organization determines that the nature of the conduct is not sufficiently serious to warrant formal action, the organization may choose to **clarify expectations** with the coach/volunteer as outlined in the Code of Conduct to Protect Children. (Document)

 As part of any investigation or internal follow-up process, an organization should **critically assess the adequacy of existing child protection policies** and practices in light of concerns raised. If needed, strengthen policies and practices to better protect children.

 **NOTE: Consider when/if the child's parents should be notified about allegations of inappropriate conduct.**

7  If the head of the organization determines that the nature of the conduct is sufficiently serious to warrant action, an **internal follow-up** takes place. (Document)

8  Organization conducts an internal follow up. (Document)
OUTCOME OF FOLLOW-UP:

A) Inappropriate conduct is not substantiated. Follow internal policies. No further action necessary but organization may choose to take the opportunity to remind all coaches/volunteers of the Code of Conduct to Protect Children.

B) Inappropriate conduct is substantiated. Next steps will depend on severity of the conduct, the nature of the information gathered during internal follow-up, and other relevant circumstances (such as past inappropriate conduct of a similar nature). Varying levels of disciplinary action may be appropriate. For example, it may be prudent for an organization to report concerns to child welfare or law enforcement.

C) Inconclusive. Next steps will need to be carefully considered and depend on the nature of the information gathered during the internal follow-up. Work through options, assess risk and consult professionals as needed.

9  Adequately **supervise and monitor** coach/volunteer, consistent with internal policies. (Document)

Many of these steps would also apply when:

- A coach/volunteer reports observing inappropriate behaviour by another coach/volunteer
- A peer discloses on behalf of another child



The safety of the child and other children in the organization must be ensured at all times in the process.



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Reporting Child Sexual Abuse and Misconduct

What do you do if you have concerns about possible child sexual abuse?

When a person becomes aware that a child may be or has been abused, there is a legal and ethical responsibility to take action. The legal responsibility comes from child welfare legislation within each province and territory and may also be a duty of a person's profession or workplace.

The responsibility to report means that a person who has knowledge or information that a child is being or is at risk of being abused must report it to someone:

- If the information relates to potential abuse of a child by the child's parent or guardian, the person must report it to child welfare or police.
- If the concern involves potential abuse by any other person, the individual should report it to the child's parent or guardian and may also be obligated to report it to child welfare and/or police.



People are responsible for reporting concerns, not proving abuse.

Reporting information about potential child abuse allows:

- An authority, like child welfare or police, to determine whether it is necessary to investigate.
- The parent(s) or guardian(s) to proactively take steps to protect their child.

Mandatory reporting legislation removes any personal or professional dilemma from becoming a barrier to reporting. It is not uncommon for people to minimize or deny what a child tells them during a disclosure. People are often concerned about being wrong and causing problems. Remember, reporting may disrupt existing or future sexual abuse from occurring against other children, as well.

If a person learns about past child sexual abuse that is no longer occurring, it's still important to report the abuse. The offender may still have access to other children and those children may be at risk.



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How do you report misconduct/concerning behaviour?

While obvious sexual acts are easier to identify and address, behaviour that doesn't meet the threshold of abuse still needs to be acted upon. Misconduct is considered adult behaviour towards a child that is inappropriate and that breaches reasonable boundaries:

- If you observe or hear about concerning behaviour or an inappropriate situation between an adult and your child or another child within the organization, report your concerns to the organization.
- If you have contact with the child outside the organization (e.g., you know the child's parents), you should still report to the organization and also report your concerns to the child's parents.
- In some circumstances, particularly if your concerns are not addressed or you become aware of more information, you may wish to consider involving the appropriate authorities.

Flagging the concerning behaviour to the organization should trigger a review in an effort to correct and stop the possible misconduct. It will also allow an organization to address any behaviour that's not consistent with its policies and procedures.

Flagging concerning behaviour to a parent may help the parent address the issue with the organization and discuss it with their child if appropriate.



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This information sheet is part of the Commit to Kids® program. The contents of this sheet are provided as information only and do not constitute legal advice. The exact requirements for reporting vary by province and territory. Consult the child welfare legislation in your province or territory, your local child welfare authority, law enforcement and/or legal counsel as appropriate in a given situation.

CHILD SEXUAL ABUSE

STEPS FOR REPORTING:

This card is a component of the Commit to Kids® program. It is intended as a quick reference for use in a sporting environment and is not meant to be exhaustive or to replace legal advice. Consult with child welfare, law enforcement and legal counsel if child abuse is alleged or suspected.

1



Child discloses abuse or abuse is discovered with the adult involved in the abuse being a coach/volunteer. (Document)

2



Coach/volunteer who receives disclosure:

- **Notifies law enforcement** and/or child welfare about the incident;
- **Consults with child welfare** about notifying parents; and
- **Notifies the supervisor/manager**, who in turn notifies the head of the organization. (Document)

3



Head of the organization/manager **suspends coach/volunteer** suspected of abuse with or without pay until case is resolved.* (Document) If the individual is a volunteer or unpaid staff, consider if the individual should be dismissed from their position immediately.



Many of these steps would also apply when:

- A child discloses abuse by someone outside the organization
- A peer discloses on behalf of another child
- An adult suspects a child is abused



As part of any investigation or internal follow-up process, an organization should be **critically assessing the adequacy of existing policies** and practices, and strengthening as necessary to better protect children.

4



A child welfare agency and/or police **carry out investigation**. Organization should conduct an internal follow-up in consultation with police/child welfare and adjusts internal policies if needed.

POTENTIAL OUTCOME OF INVESTIGATION:

A) Substantiated/guilty. Coach/volunteer is dismissed from his/her position.*

B) Inconclusive/not guilty*. Seek legal counsel. Consider if coach/volunteer should be dismissed, with or without severance.*

+ Criminal processes can be complex and lengthy. A finding of not guilty may not necessarily mean that the abuse did not occur. Consult with a lawyer.

5



- **Document the outcome** of the investigation on the incident report form.
- **Document the results** of the internal follow up.



***NOTE:**

Seek legal guidance prior to suspension and/or dismissal.



The safety of the child and other children in the organization must be ensured at all times in the process.



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Anti-Bullying Policy



STATEMENT OF INTENT

The St. John's Soccer Club (SJSC) is committed to providing a caring, friendly and safe environment for all of our members so they can participate in soccer in a relaxed and secure atmosphere.

Bullying of any kind is unacceptable at our club. If bullying does occur, all children and parents should be able to openly communicate the situation and know that any and all incidents will be dealt with promptly and effectively. We are an open club. This means that anyone who knows that bullying is suspected or happening is expected to notify the club immediately.

OBJECTIVES OF THIS POLICY

- Bullying will not be tolerated.
- All players, coaches and managers and parents of the SJSC should have an understanding of what bullying is.
- All managers and coaching staff should know what the club policy is on bullying, and follow it when bullying is reported.
- All players should know what the club policy is on bullying and what they should do if bullying occurs or is suspected.
- As a club we take bullying seriously. Players and parents should be assured that they will be supported when bullying is reported.

WHAT IS BULLYING?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. Bullying consist of three basic types of abuse – emotional, verbal and physical

Bullying can be and does include:

- Verbal bullying including derogatory comments, lies, false rumors, teasing, ridicule and bad names.
- Emotional bullying includes being unfriendly, sending hurtful or tormenting messages via social media forms.
- Bullying through social exclusion or isolation, being ignored and or left out
- Physical bullying includes pushing, kicking, hitting, punching or any other use of violence
- Being attacked because of their religion, race or color, gender or sexuality including but not limited to taunts, graffiti, gestures etc.
- Sexually unwanted physical contact or sexually abusive comments
- Misuse of associated technology such as unwanted camera and video usage and social networking exposure

SIGNS AND INDICATORS

A player may indicate he or she is being bullied by signs or behavior, adults should be aware of these possible signs and should investigate if a player:

- Says he or she is being bullied
- Is afraid or unwilling to go to training, practice or games
- Becomes withdrawn anxious, or lacking in confidence
- Feels ill before training sessions
- Is nervous and /or jumpy when a message is received (ie. Text, IM, phone, social network)
- Comes home with clothes torn or training equipment damaged
- Asks for money or starts stealing money (to pay the bully)
- Has unexplained cuts or bruises
- Is frightened to say what's wrong
- Gives improbable excuses for any of the above

In some more severe situations, other indicators can include:

- Cry them-selves to sleep at night or has nightmares
- Becomes aggressive, disruptive or unreasonable
- Is bullying other children or siblings
- Stops eating
- Attempts suicide, runs away or hurts themselves deliberately (self-harm)

These signs and behaviors may indicate other problems, but bullying should be considered a possibility and should be investigated.

WHY DO PLAYERS SOMETIMES BULLY OTHER PLAYERS?

Players might bully because:

- They may not have been taught that any form of bullying is unacceptable behavior and will not be condoned by the SJSC.
- They think it is fun or funny
- They are lacking in their own self confidence
- They are copying older siblings, friends, parents or even club staff
- They are encouraged to bully by friends
- They themselves have been a victim of bullying

AS A COACH OR MANAGER WHAT CAN YOU DO IF YOU THINK YOUR PLAYER IS BEING BULLIED?

- Ask the player directly
- Take any incidents of bullying that they tell you about seriously
- Talk calmly with the player about their experiences

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- Make note of what the player says
- Reassure the player that they have done the right thing by telling you
- Understand that your player may need to change aspects of their behavior
- Never approach another parent directly
- Do not encourage your player to retaliate
- Contact the SJSC – Youth Committee immediately

PROCEDURES

1. Immediately report the bullying incidents/behavior to the SJSC – Youth Committee
2. The club will take every concern seriously, investigate the issue and report back to you in a timely manner
3. In serious cases, parents may be asked to come in to discuss the problem.
4. If necessary and appropriate, the police will be consulted.
5. If bullying is found, it will be stopped immediately by removal of the player(s) who is bullying from the Club until a suitable process has been met through club policy.
6. A record will be kept on the incident(s), investigation and any action(s) taken
7. The bully (bullies) will be placed on probationary period with the club of no less than six (6) months

Fan Friendly Policy



Friendly Fan Policy

The St. John's Soccer Club (SJSC) is committed to promoting positive behavior on and off the soccer field through the support of coaches, parents, players, volunteers and officials. Respect is the communal responsibility of each participant in soccer to create an environment that is both safe and enjoyable for all who take part.

The SJSC is a strong supporter of making sport safe for our youth. Over the last couple of years, verbal abuse directed toward referees, players and team officials has been a particular problem. Accordingly, SJSC has established the Friendly Fan Policy for non-SJSC registrants – anyone not individually registered with the SJSC as either a Player, Team Official or Administrator (“Registrant”) – to enforce a set of expectations around inappropriate behavior for parents, legal guardians and spectators (collectively “Spectators”), including but not limited to offensive, insulting or abusive language or behavior, sexist or racist remarks, violence and vandalism, in order to ensure the safety and enjoyment of all. For the purposes of this policy, a spectator is defined as an immediate family member associated with a game participant, including aunts, uncles, grandparents or children.

Spectator Fair Play Code of Conduct

We all have a responsibility to promote high standards of behavior in the game. In particular, Spectators’ expectations and attitudes have a significant bearing on a child’s attitude toward:

- Other Players
- Referees
- Team Officials
- Spectators

SJSC wants to ensure soccer can be enjoyed in a safe, positive environment. Remember the game of soccer provides children the opportunity to develop their technical, physical, tactical and social skills. Winning isn’t everything.

Spectators are asked to play their part by observing SJSC Fair Play Code of Conduct at all times:

1. I will not force my child to participate in sports;
2. I will remember that my child plays sport for his or her enjoyment, not for mine;
3. I will encourage my child to play by the rules and to resolve conflicts without resorting to hostility or violence;

4. I will teach my child that doing one's best is as important as winning, so that my child will never feel defeated by the outcome of a game/event;
5. I will make my child feel like a winner every time by offering praise for competing fairly and trying hard;
6. I will never ridicule or yell at my child for making a mistake or losing a competition;
7. I will remember that children learn best by example. I will applaud good plays/performances by both my child's team and their opponents;
8. I will remain outside the field of play and within the designated spectators' area (where provided);
9. I will respect the match officials' decisions and never publicly question the officials' judgment or honesty;
10. I will respect and show appreciation for the volunteer coaches who give their time to provide sport activities for my child;
11. I will not interfere at any time with the duties and responsibilities of the coach or manager, including coaching from the sidelines during games or practices;
12. I will comply with the rules, policies and procedures of the team and the club as they apply to me;
13. I will not act in any manner that is detrimental to the team or the club;
14. I will support all efforts to remove verbal and physical abuse from children's sporting activities; and
15. I will never engage in, or tolerate, offensive, insulting, or abusive language or behavior toward any official, coach, player or Spectator.

The goal of the Fair Play Code of Conduct operating procedure is to promote a positive, safe and supportive environment for all participants at SJSC soccer activities. If a Spectator chooses not to follow the Fair Play Code of Conduct, any, or all, of the following actions may be taken by the SJSC and the Spectator may be:

- Issued with a verbal warning from SJSC or league official;
 - Obligated to leave the match venue by SJSC or game official;
 - Required to meet with the SJSC Youth Committee;
 - Requested by SJSC not to attend future games or practices; and
 - Suspended or have SJSC membership revoked.
1. 1st OFFENCE (Written warning): Any Spectator judged by SJSC – Youth Committee to be guilty of abusive conduct towards anyone in attendance at an SJSC event will be reprimanded in writing.
 2. 2nd OFFENCE (Discipline by hearing): Any Spectator judged by SJSC – Youth Committee to be guilty of a second conviction of abusive conduct towards anyone in attendance at an SJSC event will be required to attend a hearing with SJSC – Youth Committee to address their behavior. A second offence may result in a Spectator being suspended from attending future games and practices for a specified period of time as determined by SJSC – Youth Committee.

3. 3rd OFFENCE (Discipline by hearing): Any Spectator, judged by SJSC – Youth Committee to be guilty of a third conviction of abusive conduct towards anyone in attendance at an SJSC event will be required to attend a hearing with SJSC – Youth Committee to address their behavior. In the unfortunate circumstance and as a last resort, for the protection of all participants associated with SJSC’s soccer activities, a third conviction may result in all playing members of the immediate family in question being de-registered from SJSC for a period of time of SJSC choosing that may be, at SJSC discretion, unlimited.

In extreme cases and/or depending on the nature of the behavior, as determined by SJSC – Youth Committee, a suspension from attending future games or practices and/or the de-registration process may be invoked after a first or second offence.

This policy, as per the SJSC policy, only covers non-playing Spectators which are associated with a game participant. For incidents not related to the event or involving non-associated spectators SJSC cannot enforce the Friendly Fan Policy and/or Discipline Policies, however civil action may be sought by the parties involved.

If the source of the abuse is from a Registrant such as a team official, discipline procedures for the individual(s) involved will follow the policies for discipline management for SJSC registrants as set out in the NLSA Policies.

Reporting Abusive Behaviour

Game Officials

When a person(s) in attendance, including but not limited to the game official, feels they are being abused, as per the scope of this policy, by a Spectator, the game official will be allowed to suspend the game. In all cases, the game official must inform the coaches from both teams that the game has been suspended and file a Special Incident Report with SJSC, who will process this document in accordance with the rules defined by the NLSA.

If a Spectator’s behavior results in the game official suspending play, the appropriate coach will provide the game official with the name of the individual(s) that is identified by the game official and the coach must advise the individual(s) that the next occurrence of a similar nature will result in an abandonment of the game. If the individual(s) is not associated with either team, the individual(s) may be warned that local authorities may be called to deal with the incident.

Where the situation cannot be rectified the game will be abandoned. However, where the incident has been resolved and the game continues without any further incident, the game official will inform his/her referee coordinator that the game was temporarily suspended, including providing a detailed explanation of the reason for the suspension of play and toward whom the abuse was directed.

If the source of the abuse is from a Registrant, the game official should conduct himself/herself according to the policies for discipline management for SJSC registrants as set out in the NLSA Policies (Section 9.0 – Discipline).

In all cases the game official must file a Special Incident Report to SJSC – Youth Committee for review.

Non-Game Officials

In the event that an incident of abuse is not recognized by a game official, or occurs in a non-game situation, for example during a practice session, it is the obligation and duty of the coach and/or other team officials to report such incident to SJSC – Youth Committee. Details such as the day, time and location that the incident occurred, the parties involved, description of the abusive behavior and to whom the behavior was directed must be provided in the report.

A Spectator who feels that they have been the subject of, or witness to, abusive behavior, including but not limited to a team official such as a coach, may submit a written complaint to SJSC – Youth Committee. Details such as the day, time and location that the incident occurred, the parties involved, description of the abusive behavior and to whom the behavior was directed must be provided in the report.

For direction regarding policies for discipline management for NLSA registrants, please refer to NLSA Policies (Section 9.0 – Discipline).

CONCUSSION Code of Conduct for Players



CONCUSSION Code of Conduct for Players

The St. John's Soccer Club (SJSC) Concussion Code of Conduct for Players has been created to ensure that the safety of the club's participants is a priority. All players are required to adhere to the Club's Concussion Code of Conduct at all time in accordance to SJSC policies and Rowan's Law.

I will help prevent concussions by:

- Wearing the proper equipment for my sport and wearing it correctly.
- Developing my skills and strength so that I can participate to the best of my ability.
- Respecting the rules of my sport or activity.
- My commitment to fair play and respect for all (respecting other athletes, coaches, team trainers and officials).

I will care for my health and safety by taking concussions seriously, and I understand that:

- A concussion is a brain injury that can have both short- and long-term effects.
- A blow to my head, face or neck, or a blow to the body that causes the brain to move around inside the skull may cause a concussion.
- I don't need to lose consciousness to have had a concussion.
- I have a commitment to concussion recognition and reporting, including self-reporting of possible concussion and reporting to a designated person when an individual suspects that another individual may have sustained a concussion. (Meaning: If I think I might have a concussion I should stop participating in further training, practice or competition immediately, or tell an adult if I think another athlete has a concussion).
- Continuing to participate in further training, practice or competition with a possible concussion increases my risk of more severe, longer lasting symptoms, and increases my risk of other injuries.

I will not hide concussion symptoms. I will speak up for myself and others.

- I will not hide my symptoms. I will tell a coach, official, team trainer, parent or another adult I trust if I experience any symptoms of concussion.
- If someone else tells me about concussion symptoms, or I see signs they might have a concussion, I will tell a coach, official, team trainer, parent or another adult I trust so they can help.

- I understand that if I have a suspected concussion, I will be removed from sport and that I will not be able to return to training, practice or competition until I undergo a medical assessment by a medical doctor or nurse practitioner and have been medically cleared to return to training, practice or competition.
- I have a commitment to sharing any pertinent information regarding incidents of removal from sport with the athlete's school and any other sport organization with which the athlete has registered. (Meaning: If I am diagnosed with a concussion, I understand that letting all of my other coaches and teachers know about my injury will help them support me while I recover).

I will take the time I need to recover, because it is important for my health.

- I understand my commitment to supporting the return-to-sport process (I will have to follow my SJSC Concussion Return to Play Protocol)
- I understand I will have to be medically cleared by a medical doctor or nurse practitioner before returning to training, practice or competition.
- I will respect my coaches, team trainers, parents, health-care professionals, and medical doctors and nurse practitioners, regarding my health and safety.

CONCUSSION Code of Conduct for Coaches, Managers and Team Trainers



CONCUSSION Code of Conduct for Coaches, Managers & Team Trainers

The St. John's Soccer Club (SJSC) Concussion Code of Conduct for Coaches, Managers & Team Trainers has been created to ensure that the safety of the Club's players is a priority. All team officials are required to adhere to the Club's Concussion Code of Conduct at all time in accordance to SJSC policies and Rowan's Law.

I can help prevent concussions through my:

- Efforts to ensure that my athletes wear the proper equipment and wear it correctly
- Efforts to help my athletes develop their skills and strength so they can participate to the best of their abilities
- Respect for the rules of my sport or activity and efforts to ensure that my athletes do, too
- Commitment to fair play and respect for all (respecting other coaches, team trainers, officials and all participants and ensuring my athletes respect others and play fair).

I will care for the health and safety of all participants by taking concussions seriously. I understand that:

- A concussion is a brain injury that can have both short- and long-term effects
- A blow to the head, face, or neck, or a blow to the body may cause the brain to move around inside the skull and result in a concussion
- A person doesn't need to lose consciousness to have had a concussion
- An athlete with a suspected concussion should stop participating in training, practice or competition immediately
- I have a commitment to concussion recognition and reporting, including self-reporting of possible concussion and reporting to a designated person when an individual suspects that another individual may have sustained a concussion
- Continuing to participate in further training, practice or competition with a suspected concussion increases a person's risk of more severe, longer lasting symptoms, and increases their risk of other injuries or even death

I will create an environment where participants feel safe and comfortable speaking up. I will:

- Encourage athletes not to hide their symptoms, but to tell me, an official, parent or another adult they trust if they experience any symptoms of concussion after an impact.
- Lead by example. I will tell a fellow coach, official, team trainer and seek medical attention by a physician or nurse practitioner if I am experiencing any concussion symptoms.
- Understand and respect that any athlete with a suspected concussion must be removed from sport and not permitted to return until they undergo a medical assessment by a physician or nurse practitioner and have been medically cleared to return to training, practice or competition.
- For coaches only: Commit to providing opportunities before and after each training, practice and competition to enable athletes to discuss potential issues related to concussions.

I will support all participants to take the time they need to recover.

- I understand my commitment to supporting the return-to-sport process.
- I understand the athletes will have to be cleared by a physician or nurse practitioner before returning to sport.
- I will respect my fellow coaches, team trainers, parents, physicians and nurse practitioners and any decisions made with regards to the health and safety of my athletes.

By signing here, I acknowledge that I have fully reviewed and commit to the St. John's Soccer Club's Concussion Code of Conduct for Coaches, Managers & Team Trainers.

Name:	
Signature:	
Date:	

CONCUSSION Return to Play Protocol



What is a concussion?

A concussion is a neurologic injury which causes a temporary disturbance in brain cells that comes from and is the result of an extreme acceleration or deceleration of the brain within the skull. The common misconception is that you must be hit in the head to cause a concussion injury – this is not true! Because a concussion is the result of acceleration or deceleration of the brain, a concussion can happen with a significant blow to anywhere on the body, provided sufficient acceleration/deceleration is transmitted to the brain tissue, head or face, there may be no other visible signs of a brain injury. It can cause changes in the brain that may not be seen in a CT scan or X-Ray. Balance, reaction time and cognitive skills can also be impacted.

What are the signs and symptoms of a concussion?

Symptoms of a concussion range from mild to severe and can last for or appear within hours, days, weeks, or even months. In some cases, there may be no symptoms at all. If you suspect a concussion, or notice any of the symptoms listed below, contact your doctor immediately. In severe cases, proceed to an Urgent Care Centre or Emergency Room immediately.

Visible Symptoms

▪ Loss of consciousness or responsiveness	▪ Loss of motion / slow to rise
▪ Unsteady on feet / balance issues	▪ Grabbing / clutching head
▪ Dazed, vacant or blank look	▪ Vomiting
▪ Disoriented	▪ Bleeding from nose / ears
▪ Sensitivity to light	▪ Unequal pupils (eye)
▪ Seizures or convulsions	▪ Deteriorating conscious state

Non-Visible Symptoms

▪ Confusion / disorientation	▪ Complaints of pain / headache
▪ Complaints of dizziness / nausea	▪ Complaints of fuzzy / blurred vision
▪ Inability to concentrate	▪ Easily upset / angered (emotional)
▪ Nervous / anxious Tired / sleeping more or less than usual	▪ Complaints of tingling / burning feeling in arms & legs
▪ Trouble falling asleep	▪ Memory loss – unable to remember events leading up to incident

* Please note that complaints of neck pain should be addressed immediately as a head injury may also result in a neck / spinal injury

SJSC Emergency Protocol – Suspected Player Concussion

A player showing any signs/symptoms as listed on the Pocket Concussion Recognition Tool or as listed in this document must be removed from play immediately. All Coaches/Trainers are required to be familiar with the use of this tool and follow the club's protocol without question. The player is not to re-enter the game or practice.

- In the event of a loss of consciousness call 911 for assistance immediately. Do not move the player unless absolutely necessary for safety reasons.
- Ensure that a member of the team staff stays with the player.
- Notify any family members immediately if they are present.
- The player must be evaluated by a physician prior to returning to play. Documentation from the physician is required. Average recovery period is 10 -14 days, but can sometimes longer.
- Graduated "Return to Play process" as per Zurich Concussion guidelines (2012).
- Coaches must complete required injury report and submit to SJSC within 24 hrs. of the incident.

SJSC Return to Play Stages Protocol

This is a multi-part process that requires supervision from the player's health care provider at each stage.

1) Limited activity	▪ Physical and cognitive rest
2) Light aerobic exercise	▪ Walking, swimming, cycling
3) Sport specific exercise	▪ Light running skills, no heading
4) Non-contact training drills	▪ Passing / movement
5) Full contact practice	▪ Normal training cycle
6) Return to play	▪ Normal game play

*A minimum of 24 hrs. is required between each stage.

Any recurrence of symptoms requires the player to return to the previous level. SJSC Coaches, Assistant Coaches, Managers and Trainers are not authorized to oversee Return to Play processes.

Base Line Testing

Many soccer clubs recommend that players involved in competitive programs undergo Base Line Testing prior to the beginning of the outdoor season. This should be done in a controlled environment under the supervision of an approved concussion testing facility.

Caution

The SJSC is committed to providing a safe environment for all players regardless of age and gender. It is, however, ultimately the responsibility of the parent to ensure that appropriate professional care is provided to players under the age of 18 in the event of injury. In the event of a concussion diagnosis, premature return to play can result in serious and sometimes permanent injury, particularly in the event of a second impact. Parents should seek ongoing medical evaluation for the benefit of the player's long term health and safety.



Zero Tolerance

Harassment of referees by players, coaches and parents will not be tolerated. Anyone that is reported for harassment will be called in for disciplinary action. The success of our programs depend on the patience and support of everyone involved. Your cooperation is greatly appreciated.

Harassment

Harassment is defined as any comment, conduct, or gesture directed towards an individual, or group of individuals, which is insulting, intimidating, malicious, degrading or offensive. It includes, but is not limited to, sexual harassment. The Harassment Policy shall apply to all employees, directors, officers, volunteers, coaches, game officials, administrators, players, members, and registrants of the club.

Discrimination

In the event that any member feels that he or she has suffered discrimination in any way, or that the Club's Policies, Rules, or Code of Conduct have been violated, they should follow the procedures below:

1. Report the matter to the SJSC – Youth Committee.
2. Put the complaint in writing and filing it at the SJSC office
3. The SJSC Youth Committee will review the complaint and sit for any hearings that are requested.



RESPONSIBILITIES and DUTIES

Before the Game

What to Bring

- Your Orange Field Marshall Vest. Please wear at ALL TIMES
- Weather appropriate soccer attire.
- A copy of the Game/Referee schedule which will be provided to you by email the day before the games (Friday evening)
- A copy of the Metro League Manual
- Contact Information for the Metro League Referee or Game Schedule Coordinators

Approach the Coaches

- Introduce yourself as the Field Marshall for this pitch
- Quickly review the modifications specific to the division/site
- Tell them that you will be located between the two team benches for most of the game and that if they have any problems with anything to come directly to you. If there are multiple fields, tell them you will be circulating between fields.
- If there is a game still ongoing, advise the coach how much time is remaining and suggest a place for their team to warm up or get changed (change room).
- Advise coach if there are washroom facilities, canteen, etc.

Approach the Referee

- introduce yourself as the Field Marshall for this pitch
- Quickly review the modifications specific to the division/site
- Tell them that you will be located between the two team benches for most of the game and that if they have any problems with anything to come directly to you. If there are multiple fields, tell them you will be circulating between fields.
- Give the referee the balls, game-sheets, flags.
- Ensure they start on time

During the Game

Positioning

- Position yourself between the two players benches for the majority of the game. You are welcome to circulate amongst the spectators, retrieve balls, etc but between the two players' benches is where most problems will present themselves. If there are multiple fields, circulate constantly and try to spend equal amounts of time at each field.
- Always have on your orange Field Marshall vest or yellow Field Marshall tee-shirt

What to enforce Parents

- Parents are not permitted to be seated on the same side of the field as the players' benches or on the goal line. Politely ask any parents who do this to move. It is understood that at certain sites seating is limited and Field Marshalls may use their discretion.
- Only coaches and team staff on the players' bench are permitted to give instructions to players on the field. While cheering is welcome, parents should not give technical instructions as per the Metro League Manual. If you hear a parent issuing instructions, please ask them to stop. Coaches are encouraged to alert the field Marshall to this also.
- Spectators are not permitted to address the referee or assistant referees during the game. No abusive comments will be tolerated. The Field Marshall should give a warning to offending parents, and then if it persists, ask the individual to leave the facility. If they will not leave, ask the referee to pick up the ball. Wait 5 minutes, and if the individual still refuses to leave, the game will be abandoned and the situation will be dealt with later by the Discipline Committee. The Field Marshall will need to complete the appropriate incident report available at www.cocacolamsl.ca

Coaches

- Coaches must stay within the designated coaches' area. If there is no painted area, they must still remain close to their team bench.
- No coaches or spectators are permitted behind the goal nets or on the goal line. Goalies should not be coached from the goal line.
- Coaches are only permitted to address the referee or assistant referee to indicate a substitution (politely) or to alert them to a serious player injury out of their field of view. Coaches should ask the field marshal how much time is remaining or keep their own time. Coaches should not yell out calls like "handball" or "corner kick" before the referee has blown the whistle or indicated the call/direction. They are not permitted to verbally protest calls during the game and should not show visible frustration with calls in front of their player. Abusive comments will not be tolerated. Field Marshalls must warn the coach if they do these things. If the coach persists, the field marshal can ask him/her to leave the facility. Upon ejection of a coach, please provide specific instructions as to where the coach should go specific to ejection procedures at the site (ie: outside of the fenced area, up to the clubhouse, to the canteen area, etc). When a player is given a red card, please do the same.
- Any coach that enters the field of play to confront an official either before, after or during the game must be reprimanded or removed by the Field Marshall.
- When coaches or team staff enter the field of play to tend to an injured player, they must NOT address the official. Field Marshalls should accompany any team staff entering the field of play to attend to an injured player. Only one team staff member should enter the field of play initially. Further team staff may be invited onto the field to assist in the removal of an injured player. No-one should enter the field of play without being invited by the referee.

Referees

- Make sure the referees start the game on time, and make sure that the half-time period is not too long (5 – 6 minutes will do).

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- The Field Marshall must not make technical suggestions or coach the referees before, at half and after the game.
- If a referee is losing control of the game, the Field Marshall may address this to the referee on behalf of the coaches/players. Concerns/comments with the officiating during the game from coaches/parents/players must be passed onto the referee through the Field Marshal. Coaches/parents/players must not address these concerns directly to the referee.

After the Game

- Encourage both teams to shake hands with each other and with the referees if they do not move to do it automatically
- If the games are running behind, encourage referees/teams to start the next game quickly. As teams arrive, provide an alternate place to warm-up while the games still ongoing. This way, both teams that were waiting will be ready to start immediately.
- Collect the game-sheets, balls, flags from the referees, unless they are staying for another game. Review the game-sheet and verify that it has been filled out correctly and completely.

Return all game-sheets, balls, flags and other equipment to your association, who will return it to the KGV office. If an incident report is required, please submit it to your association within 48 hours.

**** Important ****

Field Marshalls should contact the Metro League Referee Scheduler (metroreferee@bellaliant.com) immediately with regards to any changes that occur in the schedule including but not limited to the following:

- Referees who have switched games
- Referees who have not shown up
- Referees who are covering for referees who have not shown up
- Games that are defaulted by either or both teams
- Games that are cancelled due to weather or other circumstances



FIELD MARSHALL'S CODE OF CONDUCT

As a Field Marshall participating in the Metro Soccer League I promise to respect the code of conduct and follow it to the best of my ability. I have read and understand my responsibilities as a Field Marshall and am aware that failure to comply may result in disciplinary action.

- I will follow all rules set forth by Metro Soccer League.
- I will promote a positive attitude and refrain from using abusive language or gestures and violent actions.
- I will co-operate with and assist all referees.
- I will respect all players, coaches, parents and officials associated with this program. I will conduct myself with dignity and be a model of fairness for the players.
- I will promote a fun atmosphere, while enforcing the rules of the game.
- I will treat all players and team equally and fairly.
- I will ensure that all players, coaches and parents follow the code of conduct set forth by Metro Soccer League. Where they do not, I will be responsible for issuing warnings and where necessary, removing offending persons from the field of play. It is my responsibility to ensure removed persons do not re-enter the field of play for the duration of the game in which they were removed.
- I will be a role model for all those associated with the game.
- I will place the safety of the players before all other things.

Field Marshall End of Weekend Report



Name of Field Marshall: _____

Location of Games: _____ Date: _____

Description of weather conditions and impact on games ie. Conditions were sunny and dry. Weather conditions did not impact play. Thunder and lightning on Sunday – games cancelled	
Description of field conditions. ie. The goal area on the mini-pitch became very muddy. No impact on play.	
Description of hosting issues. ie. No assistant referee flags at facility for referees. No size 4 balls at facility; had to use teams balls.	
Description of spectator issues. ie. Spectators gathering too close to the sidelines; constantly had to ask parents to move away from goals Ejected a spectator for inappropriate behavior on Saturday. See full Incident Report for details.	
Description of coaching/team issues. ie. The coach of [] team had to be asked twice not to verbally question the referee's calls. (<i>behaviour ceased after two warnings, no further action required</i>) The [] team did not show up for their games on Sunday. Opponent played a scrap game and went home."	
Description of refereeing issues. ie. The referee for the 10:30am Sunday game did not show up. The 9:00am referee covered his game.	
Overall Assessment of the weekend and Final Comments. ie. Overall the weekend went smoothly, the host association was well prepared, referees were on time and there were no coaching, spectator or team issues. I have several issues that need to be addressed before games are hosted at this site again. They are...	

Date Report Filed: _____ Field Marshall Signature: _____



As a part of the St. John's Soccer Club (SJSC) risk management process, the club has established a social media and e-mail policy which reflects the needs of all users.

The SJSC recognizes the importance of social media as a tool for engaging its supporter base. This policy is designed to protect the interests and reputation of the SJSC and its stakeholders by ensuring directors, administrators, staff and players are equipped with the requisite knowledge and skills to appropriately use social media.

The SJSC Media Policy includes, but is not limited to, the use of Twitter, Facebook, YouTube, blogs, websites and any other public online forum. This policy applies to full time staff, part time staff, casual staff, committee members and volunteers. The club is not seeking to restrict your use of social media but to create clear lines between private and club material and set guidelines where material relates to the club.

General Guidelines

- Only authorized personnel may speak on behalf of the SJSC. These persons include the Youth Committee. Staff that wish to express or transmit club material need to seek approval through the Youth Committee.
- Those who wish to express any reference in relation to the SJSC must also have their social media accounts authorized by the club's Youth Committee.
- The use of SJSC e-mail accounts shall be used for the dissemination of information between paid staff (full-time, part-time or casual) and others within the organization. There shall be no use of SJSC e-mail for personal use.

Specific guidelines for authorized users

- Club Information must be released through the SJSC official club social media accounts before others can publish such information through their individual accounts.
- Social Media should not be used for the posting or exchanging information that has the potential to embarrass or bring the SJSC or its related parties into disrepute.
- Social Media should not be used for communicating confidential or competitively/commercially sensitive information without express permission of the SJSC.
- Social Media should not be used for the posting of photos of SJSC events or individuals (including stakeholders) without the permission of the SJSC.
- When using social media and where possible, identify yourself and state that any opinions are yours and do not represent those of the SJSC.
- The club has the right to access any data lists you accumulate whilst working at the SJSC

General Advice

- Use common sense and good judgment – your statements could have an impact on you and the SJSC reputation. Remember that what you post or publish will become public information.
- If you would not say something to a member of the media, do not publish it on any form of social media.
- You are accountable for your actions and what you communicate via social media.
- Staff and coaches who are unsure whether or not they are authorized to publish opinions or views of the SJSC should contact the Youth Committee.

Please Note

- The policy will be updated and reviewed regularly as new technology and platforms emerge.
- As part of the induction process, staff can request assistance in setting up social media so that appropriate levels of privacy are activated.

Players, Coaches & Managers with the St. John's Soccer Club

The use of social media to engage in improper conduct is expressly prohibited by SJSC. Any language deemed to be inappropriate which may include but is not limited to: harassment, explicit or threatening language, sexual, racial or ethnic slurs or any type of cyber bullying directed at another player, coach, manager or parent is expressly prohibited by SJSC. The club has a zero tolerance for any infractions of this policy and actions seen to violate this policy shall be vigorously enforced. Should a specific incident occur, the club will take specific corrective actions which may include a: verbal/written warning, suspension or expulsion from the SJSC.

Personal Communication Devices

The SJSC asks that players, coaches and managers to refrain from utilizing personal communications devices within dressing rooms located within the SJSC facilities and dressing room facilities located in any other location in which SJSC members are competing. The club also asks that players, coaches and managers refrain from the use of personal communication devices while driving and ask that hands free devices be utilized while in your car or simply pull over to complete any calls which may be required.

Non compliance

The SJSC will continue to monitor the use of its information technology system to ensure compliance with this policy. Employees who fail to comply with this policy may be the subject of disciplinary action including termination of employment. It is the expectation of SJSC that employees and volunteers will promptly advise the management of any facts or circumstances which may suggest a breach of the policy. This may include taking prompt action to remove the offending material if possible.

Volunteers should also be aware that the inappropriate or unlawful use of social media may expose the volunteer to personal legal liability. SJSC will not be held liable for the acts and omissions of volunteers in breach of this policy. In circumstances where a volunteer fails to comply with this policy, he or she may be asked to discontinue their association with the SJSC.

Jewelry Policy



As per the FIFA Laws of the Game (Law 4) and SJSC policy, all jewelry must be removed before stepping on to the field. This includes, but is not limited to, bracelets, rings, necklaces and earrings/facial piercings (inclusive of studs). The taping of jewelry is not permitted. Medical identification jewelry is permitted but must be secured to the satisfaction of the referee, eyeglasses may be worn but must be secured with a band and hard knee braces are permitted only if protected with an appropriate cover. Religious headgear is permitted, but must be secured appropriately.

A referee can request the removal of any jewelry/accessories that they deem a safety risk. Non-compliance with referees can result in your removal from the game and/or disciplinary action. SJSC Staff are not authorized to override any Referee decision regarding this issue.

Thank you for your cooperation.

Insurance Policy



All St. John's Soccer Club (SJSC) registered members (players, coaches, managers, referees) are covered through the Newfoundland and Labrador Soccer (NLSA) Insurance Program if they suffer a covered injury while participating in an NLSA sanctioned activity. This NLSA accident insurance is meant for members who do not have access to another health insurance plan or to supplement existing health insurances; it is not meant to be a "primary payer".

If injured, you should complete an Accident Claim form; this claim form also has to be signed by the attending physician as well as a signing officer of the SJSC and should then be forwarded to NLSA.

For more detailed information, please contact Rob Comerford at rob@nlsa.ca.



This CSA policy document is designed to reduce inconsistencies in rulings over players wearing casts. All referees are expected to follow these policies in all matches sanctioned by the CSA.

Law 4 states that a player may not use equipment that is dangerous to himself or another player. This is further expanded upon in the Interpretations of the Laws of the Game whereby it is advised that players may use equipment that has the sole purpose of protecting the individual physically providing that it poses no danger to the individual or any other player.

Modern protective equipment made of soft, lightweight, padded materials are not considered dangerous and are therefore permitted.

Hard plaster casts are considered to pose a danger to both the wearer and other players and are not permitted to be worn. The practice of padding a hard plaster cast does not reduce the element of danger.

Players wearing a soft cast will be permitted to play if the cast does not present a danger to the individual or any other player.

The referee or Supervisor of Officials (if one has been appointed to the match/tournament) will make the final decision as to the acceptability of any cast.

Any player who uses a cast with the intent to intimidate or injure an opponent shall be cautioned or sent off.



As an applicant of the Canada Soccer National Youth Club Licence, the St. John's Soccer Club (SJSC) adheres to Canada Soccer's anti-doping policy which has been created in conjunction with CCES and the CADP. SJSC educates coaches, players and parents about this anti-doping policy through staff/volunteer meetings, player/parent meetings and club policy manuals.

The **Canadian Centre for Ethics in Sport (CCES)** is the custodian of the **Canadian Anti-Doping Program (CADP)**; the set of rules that govern anti-doping in Canada. The CADP consists of several components such as in- and out-of-competition testing, education, medical exemptions, and the consequences of doping violations. The CADP is compliant with the World Anti-Doping Code and all international standards.

Canada Soccer has adopted the CCES and CADP which means that the club is a part of a world-class anti-doping program that is designed to protect athletes' rights and ensure a level playing field. Canada Soccer's anti-doping policy reflects and supports the CADP.



The St. John's Soccer Club – Coach Emergency Action Plan has been implemented to ensure that all coaches, team officials and Senior League captains understand what is required of them in the event of an incident or injury during an SJSC sanctioned game or practice.

Incident Reports

SJSC mandates that in the event of an incident or injury during a club sanctioned game or practice that an Injury/Incident Report must be completed by the coach or team official and the following protocol be adhered to. Please note this applies to all coaches/teams/officials/referees in SJSC House League, Metro League and Premier Youth League programs, and to all coaches/team captains in SJSC Senior League.

Incidents & Injuries

An incident or injury includes any occurrence that should be brought to the club's attention including but not limited to:

- Any and all injuries, whether minor or major
- Verbal and/or physical altercations between any parties associated with the game/practice (coaches, players, parents, referees, spectators, etc.)
- Any instance in which Emergency Services (Police, Fire, Ambulance) are notified/required to attend the scene

Minor vs. Major Incidents/Injuries

A minor incident would be a situation which was solved/rectified on the spot by the parties involved and did not consist of violent or aggressive behaviour.

A minor injury would include but is not limited to an injury that did not require medical attention immediately or after the event.

A major incident would include but is not limited to a situation which involved a physical altercation, verbal abuse or harassment, bullying, etc. and required further resolution and/or required the notification of Emergency Services.

A major injury would include but is not limited to an injury that required first aid and/or medical attention immediately or in the days following the occurrence. Any time Emergency Services or medical attention is required (EMS attending the scene or parental transport to a hospital, urgent care centre or doctors office), it is considered a major injury.

When having difficulty determining whether an incident or injury is minor or major, please err on the side of caution and adhere to the major incident/injury protocol. In the event of a head injury, please use the Concussion Recognition Tool and adhere to SJSC Concussion/Return to Play Protocol.

SJSC Coach Incident/Injury Protocol - Outdoor Fields/External Training/Game Facilities

1. Determine whether the Incident/Injury is major or minor based on the definitions stated in SJSC protocol.
2. If the occurrence is minor, complete the appropriate Incident & Injury report form and submit it to the appropriate SJSC office within 24 hours.

If the occurrence is major, proceed with the following steps:

1. Remain calm and in control of the situation
2. Instruct someone to phone 9-1-1 and perform first aid as required
3. Involve/contact the parent of the player if applicable
4. Contact the appropriate SJSC staff member immediately to notify them of the situation:
 - ✓ Please note – if Emergency Services are called or a player is transported directly to a medical care centre, the SJSC office must be notified.
5. Complete the appropriate Incident & Injury Report and submit it to the club as soon as possible.

SJSC Coach Incident/Injury Protocol – Indoor Fields – Techniplex

1. Whether the incident is minor or major, notify a Techniplex staff member immediately.
2. Comply with the instructions given by the Techniplex staff which may include, but are not limited to calling 9-1-1, administering first aid, contacting/involving a parent/guardian...
3. Complete or assist in the completion of the SJSC Incident/Injury Report Form

Please note that in the event of an injury or incident in the Techniplex, coaches must adhere to the instructions given from the Techniplex staff who will manage the situation according to Techniplex Emergency Procedures Manual.



When thunder roars, go indoors!

The safety of players, coaches, management and spectators is the primary concern in any weather event that occurs during all matches sanctioned by Canada Soccer. By understanding and following the below information, the safety of everyone shall be greatly increased. Ultimately, the referee has the final say over delaying or restarting a match due to weather. Waiting to stop play or not waiting to start play may result in a serious injury or loss of life. Referees are expected to act responsibly when dealing with such events during matches they are controlling

Additional Information

Please note the following recommendations from Environment Canada:

- **To plan for a safe day, check the weather forecast first.** If thunderstorms are forecast, avoid being outdoors at that time or make an alternate plan. Identify safe places and determine how long it will take you to reach them.
- **Watch the skies for developing thunderstorms and listen for thunder.** As soon as you hear thunder, quickly get to a safe location. If you can hear thunder, you are in danger of being hit by lightning. More people are struck before and after a thunderstorm than during one.
- **Get to a safe place.** A safe location is a fully enclosed building with wiring and plumbing. Sheds, picnic shelters, tents or covered porches do NOT protect you from lightning. If no sturdy building is close by, get into a metal-roofed vehicle and close all the windows.
- **Do not handle electrical equipment, telephones or plumbing.** These are all electrical conductors. Using a computer or wired video game system, taking a bath or touching a metal window frame all put you at risk of being struck by lightning. Use battery-operated appliances only.
- **If caught outdoors far from shelter, stay away from tall objects.** This includes trees, poles, wires and fences. Take shelter in a low-lying area but be on the alert for possible flooding.

Be aware of how close lightning is occurring. Thunder always accompanies lightning, even though its audible range can be diminished due to background noise in the immediate environment and its distance from the observer.

When larger groups are involved, the time needed to properly evacuate an area increases. As time requirements change, the distance at which lightning is noted and considered a threat to move into the area must be increased.

Know where the closest “safe structure or location” is to the field or playing area and know how long it takes to get to that safe structure or location. Safe structure or location is defined as:

- Any building normally occupied or frequently used by people, i.e., a building with plumbing and / or electrical wiring that acts to electrically ground the structure. Avoid using shower facilities for safe shelter and do not use the showers or plumbing facilities during a thunderstorm.

In the absence of a sturdy, frequently inhabited building, any vehicle with a hard metal roof (not a convertible or golf cart) and rolled-up windows can provide a measure of safety. A vehicle is certainly better than remaining outdoors. It is not the rubber tires that make a vehicle a safe shelter, but the hard metal roof which dissipates the lightning strike around the vehicle. Do not touch the sides of any vehicle!

If you can hear thunder, you can get hit by lightning. As soon as you hear thunder, quickly get to a safe location. More people are struck before and after a thunderstorm than during one. Stay inside for 30 minutes after the last rumble of thunder.

If no safe structure or location is within a reasonable distance, find a thick grove of small trees surrounded by taller trees or a dry ditch. Assume a crouched position on the ground with only the balls of the feet touching the ground, wrap your arms around your knees and lower your head. Minimize contact with the ground because lightning current often enters a victim through the ground rather than by a direct overhead strike. Minimize your body’s surface area and the ground! Do not lie flat! If unable to reach safe shelter, stay away from the tallest trees or objects such as light poles or flag poles), metal objects (such as fences or bleachers), individual trees, standing pools of water, and open fields. Avoid being the highest object in a field. Do not take shelter under a single, tall tree.

Avoid using the telephone, except in emergency situations. People have been struck by lightning while using a land-line telephone. A cellular phone or a portable remote phone is a safe alternative to land-line phones, if the person and the antenna are located within a safe structure or location, and if all other precautions are followed.

When considering resumption of any athletics activity, wait at least thirty (30) minutes after the last flash of lightning or sound of thunder before returning to the field.

First aid for lightning victims

Prompt, aggressive CPR has been highly effective for the survival of victims of lightning strikes.

- **Lightning victims do not carry an electrical charge and can be safely handled.**
- **Call for help.** Victims may be suffering from burns or shock and should receive medical attention immediately. Call 9-1-1 or your local ambulance service.
- **Give first aid.** If breathing has stopped, administer cardio-pulmonary resuscitation (CPR). Use an automatic external defibrillator if one is available.

(page 2 of 2)

Responsible Coaching Movement – Data



The table below is a working document detailing the St. John's Soccer Club (SJSC) upcoming 2020 Outdoor Season Coaching Staff. As we proceed to collect and add data to ensure the SJSC Coaches are aspiring to the achieve the necessary accreditation requirements.

TEAM	POSITION	NAME	RESPECT IN SPORT	MAKING ETHCAL DECISION	MAKING HEADWAY	FIRST AID	CPIC VULNERABLE SECTOR
BU21 REP	Coach	Rich Haywood					X
	Assistant						
	Manager						
BU17 REP	Coach	Nick Pimentel					X
	Assistant	Patrick Stirling					
	Manager						
BU15 REP	Coach	JB Delrizzo	X				X
	Assistant	Regan O'Dea	X				X
	Manager						
BU15 Academy	Coach	Franco Caimanque	X				X
	Assistant	Craig Edwards	X			X	
	Manager	Neal Jackman					X
BU13 REP	Coach	Paul Nunes	X		X	X	X
	Assistant	Chris Douglas				X	X
	Assistant	Mark Peters	X			X	X
BU13 Academy	Coach	Boyko Stalov					
	Assistant						
	Manager						
BU11 Metro	Coach	Jeff Coffey				X	X
	Coach	Pam White				X	X
BU11 Metro	Coach	John Devereaux					X
	Coach	Paula Walsh					X
BU11 Metro	Coach	Byron Etchegary					
	Coach	Kelli Giannou				X	
BU11 Metro	Coach	Lisa Ausum					X
	Coach	Jason Pinela					X
BU9 Metro	Coach	Jeff Coffey				X	X
	Coach	Jana Genge				X	X
BU9 Metro	Coach						
	Coach						
BU8 Metro	Coach	John Devereaux					X
	Coach	Craig White					
BU8 Metro	Coach	Matt Dove					X
	Coach						
BU7 Metro	Coach	Peter Murphy					X
	Coach	Greg Gill					

TEAM	POSITION	NAME	RESPECT IN SPORT	MAKING ETHICAL DECISIONS	MAKING HEADWAY	FIRST AID	CPIC VULNERABLE SECTOR
Jubilee Trophy	Coach	Scott Edwards				X	
	Assistant	Todd Taylor					
	Manager						
GU17 REP	Coach	Scott Betts	X	X	X	X	X
	Assistant	Sheldon Tobin					X
	Manager	Colette Jewer					
GU15 REP	Coach	Wayne Antle	X			X	X
	Assistant	Stefan Thoms					
	Manager						
GU15 Academy	Coach	Sheldon Tobin					X
	Assistant	Heidi Ryan				X	X
	Assistant	Julie Crocker				X	
GU13 REP	Coach	Shannon Goodyear	X			X	X
	Assistant	Dena Burke					X
	Manager	Catherine Baker					
GU13 Academy	Coach	Robert Simmonds					
	Assistant	Megan O'Toole					
	Manager						
GU12 Travel Team	Coach	Liv Terese Martyn					X
	Assistant	Amy Slaney-Howell	X				X
	Manager	Heather MacLean					X
GU11 Metro	Coach	Ian Duffett					
	Coach	Scott Winters				X	X
GU11 Metro	Coach	Keith Noseworthy					X
	Coach	Rob McGrath					X
GU11 Metro	Coach	Mark Halliday					X
	Coach	Adam Bishop					
GU11 Metro	Coach	Franco Caimanque					X
	Coach	Julian Koen-Alonso					X
GU9 Metro	Coach	Rob McGrath					X
	Coach	Brian Acreman					
GU9 Metro	Coach	Scott Winters					X
	Coach	Mark Abbott					X
GU8 Metro	Coach	James Jackson					X
	Coach						
GU8 Metro	Coach						
	Coach						
GU7 Metro	Coach						
	Coach						



When a St. John's Soccer Club Coach (SJSC) Volunteer Coach, Assistant Coach or Manager is in a potentially vulnerable situation with any SJSC player (ie. locker room or meeting room), another SJSC Coach, Volunteer Coach, Assistant Coach, Manager or the parent/guardian of the player(s) must be present.

In any one-on-one situation with any SJSC player, **there must** be a Coach, Assistant Coach or Manager of the same gender present, or the player's parent/guardian must be present.

Purpose of Rule of Two

To protect minor athletes and coaches in potentially vulnerable situations by ensuring more than one adult is present



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 in emergency situations.

Current SJSC practices for implementing the Rule of Two

- Ensure a coach is never alone and out of sight with a participant without another screened coach or screened adult (parent/guardian or volunteer) present.
- Allow the 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 present.
- Eliminate one-to-one electronic messaging. Ensure that all communications are sent to the group and/or include parents/guardians.

Further recommendations for Rule of Two in a Virtual Setting:

- The Rule of Two should continue to apply to all minor athletes in the virtual environment during the COVID-19 pandemic (for those athletes under age 16, a parent or guardian should be present during the session where possible)
- We recommend applying the Rule of Two to non-minor athletes, as well, in the current circumstances
- For every session, the Rule of Two would require two adult coaches be present, or one coach and one adult (parent, guardian, volunteer, club administrator) one-on-one sessions should be prohibited
- A clear statement of professional standards expected of the coach during calls should be communicated (ie. sessions are not social engagements, and should be focused on training)
- Parents/guardians should be fully informed beforehand about the activities undertaken during the sessions, as well as the process of the virtual session;
- Parents/guardians should be required to consent to virtual sessions prior to each session, if irregularly scheduled, or prior to the first session if there is a series of regularly scheduled sessions;
- Communication during each session should be in an open and observable environment (i.e., avoid bedrooms) in the athlete's home (athlete's parents'/guardians' home), and the coach must initiate the session from an appropriate location (i.e., avoid bedrooms or "overly personal"/unprofessional settings);
- It is recommended to record sessions where that capacity exists;
- Prohibit one-on-one texting, emailing or online contact between coach and athlete – any texting, emailing or online contact should be limited to group text/email that includes at least two adults (two coaches or one coach and one adult (parent, guardian, volunteer, club administrator), and limited to coaching (non-social) matters, and parents of minor athletes should be provided the opportunity to receive these texts/emails;
- Social media contact by coach to athlete should be prohibited (including the sharing of memes, non-training video, etc.);
- Encourage parents/guardians to debrief with U-16 athletes about virtual training on a weekly basis.

In addition, care should also be taken to ensure that appropriate security settings have been set for virtual, videoconferencing arrangements, including password protected videoconference invitations.

Additional Resources:

- NCCP Code of Ethics



The online course costs \$30 and the cost of this course will be covered by the St. John's Soccer Club (SJSC). All active, registered coaches with the SJSC are required to complete the Respect in Sport online course.

Coaches that have already received equivalent training such as the National Coaching Certification Program's (NCCP) Empower Plus program, coaches in the education system who have completed the "Respect in School" training would also be given equivalency recognition and will not be required to also take the Respect in Sport certification.



The Newfoundland and Labrador Soccer Association (NLSA) is the Provincial Sport Organization (PSO) that strongly believes in this course and are responsible for establishing specific policies and timelines for implementing the requirement for coaches. Therefore, coaches who have not completed the course will be unable to volunteer in the capacity of coach until the certification is reached.

The SJSC Coaches recognize the long-term value of the course because of the values it promotes and also what it teaches regarding important practical guidelines for youth coaches.



Keeping Sport Safe!

Coaches play a vital role in ensuring their athletes are safe both on and off the field of play. Reducing and preventing acts of maltreatment is vital to enhancing a safer sporting environment that fosters positive growth and personal development for all participants.

Screening involves much more than just police record checks. While police record checks are one of the important steps, screening is a comprehensive process that begins long before an individual is selected and continues beyond his or her involvement with the club.

The St. John's Soccer Club (SJSC) annually executes the screening of each member of our coaching staff (ie. coaches, assistant coaches, managers) through the Royal Newfoundland Constabulary (RNC) Screening Records process. The SJSC is committed to providing a safe environment for all of our club participants.

Which Screening Check is executed?

Criminal Records Check (CRC)

This process verifies whether an individual has a criminal record (local and nationally) and provides the applicant with the detailed information that can be legally disclosed.

Vulnerable Sector Verification (VSV)

For individuals who are working with a vulnerable sector (such as with minor athletes or with persons with a disability), which also searches for the existence of any pardoned sex offenses.



RE: HOUSE LEAGUE

38 Pearson Street
Unit 305
St. John's, NL
A1A 3R1

**Criminal Records Screening Certificate
Volunteer Waiver of Fees**

Royal Newfoundland Constabulary
RE: Volunteer Waiver of Fees for Criminal Records Screening Certificate

This letter is to indicate that _____, D.O.B. _____ is applying for a Criminal Records Screening Certificate, so he/she can volunteer her/his services with the St. John's Soccer Club House League Program.

Due to the voluntary nature of this position, we request that the fee for the Criminal Records Screening Certificate be waived and that the results of the screening be mailed to:

Donald Mackey
St. John's Soccer Club - House League Program Coordinator
PO Box 21007 MacDonald Drive
St. John's, NL
A1A 5B2

Should you have any questions regarding this letter, please do not hesitate to contact me at 709-576-8041 or e-mail dmackeysjc@gmail.com. Thank you in advance for your cooperation.

Sincerely,

Brian Murphy
St. John's Soccer Club



RE: METRO LEAGUE & PREMIER YOUTH LEAGUE

38 Pearson Street
Unit 305
St. John's, NL
A1A 3R1

**Criminal Records Screening Certificate
Volunteer Waiver of Fees**

Royal Newfoundland Constabulary
RE: Volunteer Waiver of Fees for Criminal Records Screening Certificate

This letter is to indicate that _____, D.O.B. _____ is applying for a Criminal Records Screening Certificate, so he/she can volunteer her/his services with the St. John's Soccer Club.

Due to the voluntary nature of this position, we request that the fee for the Criminal Records Screening Certificate be waived and that the results of the screening be mailed to:

Scott Betts
St. John's Soccer Club - Technical Director
PO Box 21007 MacDonald Drive
St. John's, NL
A1A 5B2

Should you have any questions regarding this letter, please do not hesitate to contact me at 709-576-8041 (work) or 709-730-8151 (cell) or at sbetts59@gmail.com. Thank you in advance for your cooperation.

Sincerely,

Scott Betts
Technical Director
St. John's Soccer Club



Consent for Criminal Record and Vulnerable Sector Check (For a Sexual Offence for Which a Pardon has been Granted or Issued)

Note: *This form is to be used by a person applying for a position with a person or organization responsible for the well-being of one or more children or vulnerable persons, if the position is a position of authority or trust relative to those children or vulnerable persons and the applicant wishes to consent to a search being made in criminal conviction records to determine if the applicant has been convicted of a sexual offence listed in the schedule to the Criminal Records Act and has been pardoned.*

Reasons for the Consent

I am an applicant for a paid or volunteer position with a person or organization responsible for the well-being of one or more children or vulnerable persons.

Description of the paid or volunteer position: _____

The name of the person or organization is: _____

Provide details regarding the children or vulnerable persons: _____

Consent

I consent to a search being made in the automated criminal records retrieval system maintained by the Royal Canadian Mounted Police to find out if I have been convicted of, and been granted a pardon for, any of the sexual offences that are listed in the schedule to the *Criminal Records Act*.

I understand that, as a result of giving this consent, if I am suspected of being the person named in a criminal record for one of the sexual offences listed in the schedule to the *Criminal Records Act* in respect of which a pardon was granted or issued, that record may be provided by the Commissioner of the Royal Canadian Mounted Police to the Solicitor General of Canada, who may then disclose all or part of the information contained in that record to a police force or other authorized body. That police force or authorized body will then disclose that information to me. If, I further consent in writing to disclosure of that information to the person or organization referred to above that requested the verification, that information will be disclosed to that person or organization.

Signature

Date of Birth (Y/M/D)

Date

Name (please print)

Maiden Name (please print)

RNC #315 20110217



APPLICATION FOR CRIMINAL RECORDS SCREENING CERTIFICATE

Please complete this form and submit to the RNC Office, at 1 Fort Townsend off Parade Street. Office is open from 9:00 - 4:30 weekdays.

Processing will take a minimum of ONE WEEK, excluding weekends and holidays. An Applicant must provide: two (2) valid pieces of identification, one of which must be government-issued and include the Applicant's name, date of birth, signature and photo.

SECTION 1

(a) I hereby request that a search of your records be conducted to determine if there are any criminal convictions or criminal findings of guilt related to me in your records.

(b) I hereby agree that no liability attaches to the Royal Newfoundland Constabulary in relation to this search. I further agree that the Royal Newfoundland Constabulary is not responsible for any inaccuracies resulting from the search.

(c) With the exception of **SECTION 2** of this application, I understand that any certificate that may be issued in relation to the search is issued to me only for my own use. If I reveal the search certificate to any person or body, I do so of my own free will. If I reveal the search certificate to any person or body, I agree to hold the Royal Newfoundland Constabulary harmless for any use that person or body makes of the information.

(d) The disclosure of any information resulting from this search is my responsibility.

Last Name: _____ Maiden Name: _____

Name (Proper birth names required) _____
First Second Third

Home Phone# _____ Work Phone # _____

Date of Birth: _____ City/Town and Province of Birth: _____
Year Month Day

Current Street Address: _____ City/Town: _____

Province: _____ Postal Code: _____

Gender: _____ Height: _____ Weight: _____ Eye Colour: _____

Applicant's Signature: _____ Date: _____

If you answer “yes” to any of the following question, please attach details.

1. Have you been convicted of any offence in Canada or the United States? ☐ YES ☐ NO

2. Have you ever changed your name? ☐ YES ☐ NO

If yes, Details: _____ Previous Name: _____
First Second Last

3. Have you ever been prohibited by any court from possessing any firearm, ammunition, or explosive substance?

☐ YES ☐ NO If yes, Details: _____

Searches will only be completed for the following purposes:

Please check the purpose(s) that apply to your request:

- ☐ Required by statute or regulation: Statute: _____
Regulation: _____
- ☐ Required for foreign work or travel
- ☐ Required by agency or group dealing with children, elderly, physically, or mentally challenged persons & volunteers (complete Section 2 below)
- ☐ Required for adoption (complete Section 2 below)
- ☐ Required for license: License Type: _____
- ☐ Required for education institution: Education Institution: _____
- ☐ Required for employment
- ☐ Required for Pardon
- ☐ Other _____

If you are a young person (under 18 years), you agree that you are making this application for disclosure of any record you may have pursuant to the YOUTH CRIMINAL JUSTICE ACT. Should you be denied a search certificate, you may, in writing, request a Criminal Record Screening Certificate Record Endorsement from Provincial Court. This Certificate will be subject to the same terms and conditions set out previously in this application.

SECTION 2

This Section is to be only completed by those applying to work or volunteer with agencies or groups dealing with children or young persons (under 18 years), elderly, physically or mentally challenged persons.

Name of Agency or Group: _____

Address: _____ City/Town: _____ Postal Code: _____

Contact Person: _____ Telephone: _____

Position volunteering for: _____

(page 6 of 7)

In making this application for a Criminal Record Screening Certificate, I agree to allow the Royal Newfoundland Constabulary to:

- (a) extend the search to include current investigations and present and or pending charges;
- (b) notify the institution or agency of any inability to obtain a Criminal Record Screening Certificate; and
- (c) notify the agency or group representative of any present or pending charges against me.

Signature of Applicant: _____ Date: _____
(Sign only if completing Section 2)

****Please attach authorization letter for volunteer applications.****

Office Use Only

☐ CPIC Check ☐ Court Check ☐ PIRS Check: ☐ Other Check: ☐ ICAN Check:

Certificate Number: _____ Receipt Number: _____

Signature Records Staff: _____ Date: _____

RNC Form #062



RECRUITMENT and RETENTION

The recruitment and retention of female coaches is an initiative of the St. John's Soccer Club (SJSC) for the betterment of the game. The SJSC participation in 50% female, yet we remain significantly under-represented with females in the coaching ranks.

The SJSC goal is to increase the number of coaching opportunities for females...at all levels.

Mentoring

- Establish a mentorship program that helps women coaches find a path to club-level, provincial, and high-performance positions
- Pair young coaches with senior counterparts to discuss related support pathways and to offer psychosocial support

Recruiting

- Encourage young women athletes to consider coaching, support them with mentorship
- Create and promote opportunities for women coaches
- Find better avenues to bring more young women into coaching

Work Conditions

- Offer co-coaching positions
- Guarantee that coaches are qualified and well organized

Education

- Provide coaches with the opportunity to interact with other coaches at symposiums and clinics



The St. John's Soccer Club (SJSC) in cooperation with the City of St. John's are accountable for the facilities and facility maintenance in relation to safety and security.

The City of St. John's oversees the maintenance infrastructure and fields being utilized by the SJSC. To ensure safety conditions are in place and monitored at the following locations; Wishingwell Park, Ayre Athletic Grounds, Mundy Pond, Churchill Park, Airport Heights, Southlands and Bowering Park.

Mr. Max Eustace is the Groundskeeper at King George V Park. Max's responsibilities include the main building (office, boardroom, 4 change rooms and a canteen) a secondary building (officials room, male and female washrooms, first aid room, equipment room) and a third building at this site is for maintenance equipment storage. (ie. motorized cart, field groomer, etc.)

Mr. Eustace also maintains the field (ie. grooming of turf, cleaning/painting of bench technical areas, etc.) and does regular safety checks on the surrounding bleachers.

The Techniplex Indoor Facility Staff is accountable for the maintenance and safety at their privately owned facility. The SJSC rent numerous training hours at the Techniplex throughout the calendar year.

Safety and Maintenance Checklist



Yes	No/needs attn.	Field Turf
		Maintenance equipment (such as groomer) have been removed from the playing surface
		There are no worn areas on the synthetic material
		Seams are secure
		The synthetic material is not buckling or bulging
		Synthetic fibers are standing up-right
		There adequate infill material that is evenly spread
		Water is readily available for washing away undesirable fluids
		The footwear that is being worn by players is acceptable
		Litter, unsafe debris have been removed from the player/spectator areas
<i>Comments:</i>		

Yes	No/needs attn.	Natural Grass Fields
		Maintenance equipment (such as rakes, mowers, etc.) have been removed from the playing surface
		There are no bare spots/holes deemed dangerous to players
		Soil is well drained with no standing water
		There are no ruts or trenches caused by equipment use or field wear
		There has been communication between maintenance staff and coach/facility user
		Litter, unsafe debris have been removed from the player/spectator areas
<i>Comments:</i>		

Yes	No/needs attn.	Goals and Goal Post
		Goal posts are straight and securely anchored
		Concrete for goal posts is below the playing surface
		There are no sharp edges, protrusions or fractures on the goal
		All bolts, screws and connections for the goal are intact and securely tightened
<i>Comments:</i>		

Yes	No/needs attn.	Field Markings
		In multi-purpose, lines are distinguishable between sports
		Lines are bright
		Lines are correctly marked per the appropriate governing body
<i>Comments:</i>		

Yes	No/needs attn.	Bleachers /Facility
		Nuts and bolts are tight and in sufficient number
		Guard rails are secure and in place
		There are no splinters or worn areas (wooden bleachers)
		There are no hazardous protrusions or sharp edges
		The supply of waste cans is adequate
		There is appropriate signage notifying players and spectators of rules, appropriate behaviour
		There are public telephones or staffed office for emergency situations
		Areas under repair identified and posted appropriately
		Litter, unsafe debris have been removed from the player/spectator areas
<i>Comments:</i>		

Yes	No/needs attn.	Lighting
		Lighting has been installed/inspected by a trained engineer or technician
		All lights are working
		The lights beam adequately and uniformly covers the field
		The lighting foot candles (illumination) meet industry recommended specifications
<i>Comments:</i>		

Yes	No/needs attn.	Dressing Rooms
		Toiletries are replenished with adequate stock level
		Mirrors and stainless steel finishes are clean
		Sinks are clean and soap replenished
		Showers and drains are clean
		Wet floors are clean throughout
		Flat surfaces are clean
		Litter bins are emptied
<i>Comments:</i>		

Enjoyable:	
21	Is committed to providing an enjoyable soccer experience for all participants
	See page 81-83
22	Is focused on long term participation
	See page 86

Survey Monkey



The St. John's Soccer Club (SJSC) have used Survey Monkey to poll their members in search of feedback pertaining to the overall program.

Q1 Which St. John's Soccer program(s) did your child attend this past year?
(can select multiple options)

Q2

☐ Strongly ☐ Disagree ☐ Disagree ☐ Neither Disagree Nor Agree ☐ Agree Strongly ☐ Agree

- My child enjoyed soccer with St. John's Soccer Club over the past year
- As a parent I was pleased with the soccer experience my child received
- The soccer instruction my child received was very beneficial

Q3

☐ Strongly ☐ Disagree ☐ Disagree ☐ Neither Disagree Nor Agree ☐ Agree Strongly ☐ Agree

- I get good value for the money I've paid to St. John's Soccer Club
- The coaches provided a good learning experience for my child
- The players on my child's team were of similar skill level
- I plan to enroll my child with St. John's Soccer Club again this year

Q4

☐ Strongly ☐ Disagree ☐ Disagree ☐ Neither Disagree Nor Agree ☐ Agree Strongly ☐ Agree

- The frequency of winter practices was appropriate
- The quality of winter practices was appropriate
- More practice time should be used for games in winter
- We need more on-field sessions throughout the winter

Q5

☐ Strongly ☐ Disagree ☐ Disagree ☐ Neither Disagree Nor Agree ☐ Agree Strongly ☐ Agree

- The frequency of summer practices was appropriate
- The quality of summer practices was appropriate
- The schedule (time of day/week) for summer practices was appropriate
- We need more on-field sessions in summer

Q6

☐ Strongly ☐ Disagree ☐ Disagree ☐ Neither Disagree Nor Agree ☐ Agree Strongly ☐ Agree

- The coaches need more training to appropriately instruct this age group
- The club's staff should attend more practices
- My child was not on an appropriate team considering his/her talent
- The amount and detail of communication to parents from the club was excellent
- The tryout process is fair for all
- I paid my club fee's by the initial deadline
- The club website has the information I need

Q7

☐ Strongly ☐ Disagree ☐ Disagree ☐ Neither Disagree Nor Agree ☐ Agree Strongly ☐ Agree

- My child attended most or all of the MAX sessions
- MAX sessions are a great idea for player development
- My child was unable to attend regularly (or at all) due to other activities/schedule
- We will sign up for MAX training this year

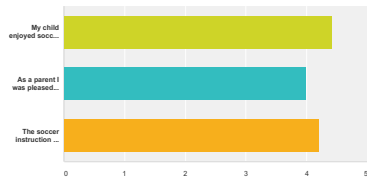
Q8 Please note any areas where other soccer clubs are surpassing St. John's Soccer Club

Q9 Please add any comments on any topic

(page 1 of 3)

Q2 Evaluate the following statements.

Answered: 138 Skipped: 0



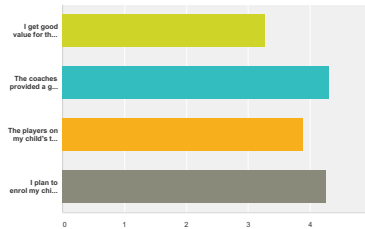
	Strongly Disagree	Disagree	Neither Disagree Nor Agree	Agree	Strongly Agree	Total	Average Rating
My child enjoyed soccer with St. John's soccer club over the past year	0.72%	1.42%	5.07%	39.86%	52.96%	138	4.43
As a parent I was pleased with the soccer experience my child received	4.41%	8.82%	7.25%	41.91%	37.59%	136	3.99
The soccer instruction my child received was very beneficial	1.46%	5.11%	8.03%	41.61%	43.80%	137	4.21

#	If desired, provide comments on above questions	Date
1	better coaching is required	9/25/2014 3:34 PM
2	Coaches are terrific, very supportive, firm and encouraging.	9/25/2014 12:37 PM
3	I think she would have enjoyed it more and been able to contribute more effectively if she was given the option to try another position. She was drafted in a position a couple of years ago and has been kept there ever since. I think she plays it well but an opportunity to play other positions besides defence where it is rare to get a shot on goal would have enhanced the experience.	9/24/2014 9:25 PM
4	with other sports I see a set schedule of identified teams who play a set # of games that lead to a year end playoff format. In soccer it seems unorganized, always changing and the kids can't see what they are playing for.	9/24/2014 9:10 AM
5	Our son was frustrated because he was placed on a tier 1 team that consisted of a number of players who were not far one caliber.	9/23/2014 10:47 PM
6	awesome experience!!	9/23/2014 3:14 PM
7	coaches were very positive, encouraging (JRB, Heidi Ryan and Stefan Thoms)	9/23/2014 1:50 PM
8	In general, communication(s) between the association and parents needs to improve. Also, why is the overall coaching of the kids left to volunteer parent coaches - why is there not more engagement by Association Coaches or Technical Staff?	9/23/2014 12:25 PM
9	would be beneficial to all involved to have a set schedule posted earlier in the spring.	9/23/2014 11:45 AM
10	Such a wonderful program, honestly loved the entire summer season. Great bunch of kids and parents involved and the best coaches you could ever wish for. We will be enrolling again for sure! Great work.	9/23/2014 11:29 AM

1 / 3

Q3 Evaluate the following statements.

Answered: 138 Skipped: 0



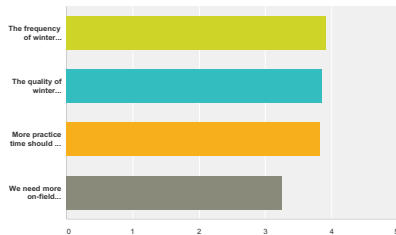
	Strongly Disagree	Disagree	Neither Disagree Nor Agree	Agree	Strongly Agree	Total	Average Rating
I get good value for the money I've paid to St. John's soccer	8.76%	16.79%	21.17%	43.80%	9.48%	137	3.28
The coaches provided a good learning experience for my child	0.73%	0.73%	8.76%	47.45%	42.34%	137	4.30
The players on my child's team were of similar skill level	3.65%	19.22%	6.57%	54.01%	25.55%	137	3.88
I plan to enroll my child with St. John's Soccer again this year	1.45%	1.45%	13.77%	37.68%	45.65%	138	4.25

#	If desired, provide comments on above questions	Date
1	We will enroll her if she decides to go back but the experience has not been top notch so she may decide to play other sports when she feels she is making more of a contribution and is appreciated!	9/24/2014 9:25 PM
2	Fantastic Program	9/24/2014 10:03 AM
3	My son's coaches were excellent and this enhanced my son's soccer experience.	9/23/2014 9:29 PM
4	The coaches were excellent. They pushed the girls but were very motivating	9/23/2014 2:36 PM
5	Our coaches worked very hard to help our kids develop... it would be beneficial from time to time to coach the coaches in order to help them improve their individual and everyone's skill levels. Also, while skill development/handling etc. is certainly important, there ought to have been a little more emphasis on game basics... throw-ins, taking corners and general position play.	9/23/2014 12:25 PM
6	Loved the entire program - not one complaint to say! just wonderful for our daughter. Thank you so much.	9/23/2014 11:29 AM
7	re value for money - the daytime summer program was not worth any money I paid towards it, maybe this could be an extra program for those who can avail of it. As a working parent, it is very difficult to attend.	9/23/2014 11:19 AM

1 / 4

Q4 Evaluate the following statements.

Answered: 137 Skipped: 1



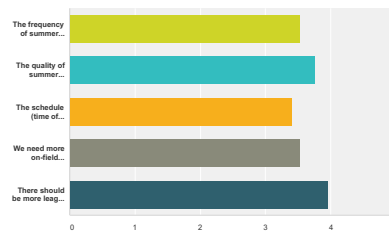
	Strongly Disagree	Disagree	Neither Disagree Nor Agree	Agree	Strongly Agree	Total	Average Rating
The frequency of winter practices was appropriate	0.00%	9.56%	7.35%	66.18%	16.91%	136	3.90
The quality of winter practices was appropriate	0.73%	8.76%	14.60%	56.93%	18.98%	137	3.85
More practice time should be used for games in winter	0.73%	11.68%	21.17%	37.96%	28.47%	137	3.82
We need more on-field sessions throughout the winter	4.38%	20.44%	34.31%	27.74%	13.14%	137	3.25

#	If desired, provide comments on above questions	Date
1	Soccer is not a winter sport so a focus on skill development twice a week is lots.	9/24/2014 9:27 PM
2	not sure what's meant by on field session, you need to practice and play a league game each week, with a year end playoff	9/24/2014 9:11 AM
3	I feel it is important to have some games over the winter to keep the children interested even if it is during there regular practice times	9/23/2014 2:36 PM
4	Although I understand the rationale around playing soccer year round, allowing children to play multiple sports is important for hand/eye coordination and cross training. Making a child choose between summer and winter sports at a young age is inappropriate.	9/23/2014 1:29 PM
5	Practices both days (1pm Saturday/Sunday) every weekend should be changed. Kids wants to be with friends on the weekend but practice times did not allow for this.	9/23/2014 11:48 AM
6	Think twice a week is plenty, just enough to keep them interested without taking the fun away. Also, allows time for other winter sports/activities, though twice was good.	9/23/2014 11:30 AM

1 / 3

Q5 Evaluate the following statements.

Answered: 136 Skipped: 2



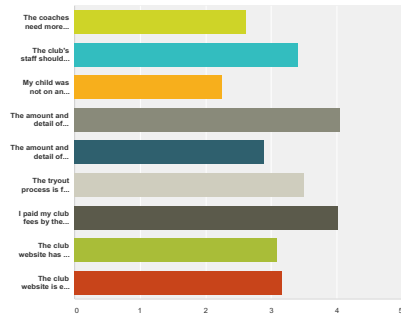
	Strongly Disagree	Disagree	Neither Disagree Nor Agree	Agree	Strongly Agree	Total	Average Rating
The frequency of summer practices was appropriate	7.41%	14.07%	9.63%	55.56%	13.33%	135	3.53
The quality of summer practices was appropriate	2.94%	11.03%	11.03%	56.62%	18.38%	136	3.76
The schedule (time of day/week) for summer practices was appropriate	6.62%	21.32%	11.03%	47.06%	13.97%	136	3.40
We need more on-field sessions in summer	0.74%	19.12%	25.00%	36.03%	19.12%	136	3.54
There should be more league games in summer	0.00%	12.50%	17.65%	30.19%	39.71%	136	3.97

#	If desired, provide comments on above questions	Date
1	Focus on skills in winter and game experience in the summer.	9/24/2014 9:29 PM
2	The frequency of summer practices was appropriate but they were cancelled so frequently for other age tournaments or provincial team practices that there were very few practices that actually occurred. Yet we paid fees for these practices.	9/23/2014 9:30 PM
3	More games would have been nice!	9/23/2014 2:37 PM
4	There should be more notice given in the scheduling of summer games. Games were on a Sat / Sun and we didn't receive the times until the Tuesday / Wednesday prior. If the website could be updated to reflect the games schedule earlier that would be very helpful. The schedule / timing of the weekday training sessions at KGV was late (other summer activities were already planned). The times of the practices for the summer were also announced just a day or so before they started. More advanced notice would help.	9/23/2014 1:08 PM
5	Low turnout of kids affected the Quality of practices. Should have planned inter squad games. Metro weekends should not consist of playing games against same club.	9/23/2014 11:52 AM
6	a set schedule posted earlier in the session would be beneficial	9/23/2014 11:46 AM

1 / 3

Q6 Evaluate the following statements.

Answered: 133 Skipped: 5

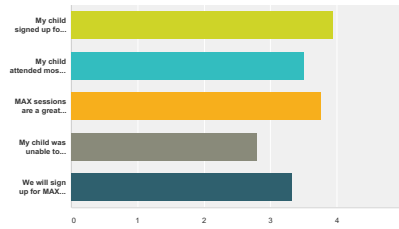


	Strongly Disagree	Disagree	Neither Disagree Nor Agree	Agree	Strongly Agree	Total	Average Rating
The coaches need more training to appropriately instruct this age group	14.29%	36.84%	26.32%	18.80%	3.76%	133	2.61
The club's staff should attend more practices	2.26%	12.78%	41.35%	28.57%	15.04%	133	3.41
My child was not on an appropriate team considering his/her talent	26.72%	41.22%	19.08%	7.63%	5.34%	131	2.24
The amount and detail of communication to parents from the COACHES was excellent	3.79%	6.06%	9.89%	41.67%	38.64%	132	4.05
The amount and detail of communication to parents from the CLUB was excellent	12.88%	24.24%	33.33%	21.21%	8.33%	132	2.88
The tryout process is fair for all	4.58%	9.92%	25.95%	49.62%	9.92%	131	3.50
I paid my club fees by the initial deadline	2.29%	12.21%	7.63%	36.64%	41.22%	131	4.02
The club website has the information I need	7.63%	25.19%	25.19%	34.35%	7.63%	131	3.09

1 / 4

Q7 FOR U13 AND OLDER - This section is about the MAX trainingFor U12 and younger please skip to question 8

Answered: 51 Skipped: 87



	Strongly Disagree	Disagree	Neither Disagree Nor Agree	Agree	Strongly Agree	N/A	Total	Average Rating
My child signed up for MAX	6.00%	6.00%		4.00%	26.00%	30.00%	28.00%	3.94
My child attended most or all of the MAX sessions	8.00%	14.00%		8.00%	18.00%	24.00%	28.00%	3.50
MAX sessions are a great idea for player development	2.00%	6.00%		16.00%	36.00%	16.00%	24.00%	3.76
My child was unable to attend regularly (or at all) due to other activities/schedule	14.00%	20.00%		10.00%	18.00%	8.00%	30.00%	2.80
We will sign up for MAX training this year	7.84%	7.84%		31.37%	17.65%	15.69%	19.61%	3.32

#	If desired, provide comments on above questions	Date
1	Max training started at too young an age. was disorganized first year and was too much considering other sports our daughter plays.	9/24/2014 9:39 PM
2	Max training gave our players an advantage in physical strength and cardio endurance over other teams in the league who do not participate in such a program. I also feel this training helped to reduce injuries to our players as a result of being stronger and more fit.	9/22/2014 9:37 AM
3	Child really enjoyed max and the instructors input but is involved in many other sports, don't really know how much benefit it was for her. Could see that it would be useful and beneficial for kids who do not get much physical activity outside of just soccer but that was not our case. Often it seems the kids who are there need it the least in comparison to others who do not get!	9/17/2014 8:27 PM

1 / 2

Player Evaluation Form



This evaluation form is designed to assist the Head Coaches in making decisions on players being selected to a team.

Identification Key: 1 = Below Average. 2 = Average. 3 = Good. 4 = Excels

Player's Name	Date of Birth
Head Coach	Assistant Coach

Psychological/Mental		1	2	3	4
Self Confidence	Player is willing to express themselves more. Not afraid to make mistakes				
Competitiveness	Player displays the desire to be successful in practice activities				
Concentration	Player shows a good attention span and has the ability to stay on task				
Commitment	Player is happily attending the majority of practices and games.				
	Shows ability to complete activities and exercises during practice				
Self-Control	While in stressful situation player shows they can control their emotions				
Determination	Does not give up easily, displays a determination to complete tasks				
Enjoyment	The player shows an enjoyment and love for the game of soccer				
Motivation	Player is motivated. Player shows they are having fun, being challenged and is successful at activities. Willing to attempt more difficult tasks				

Physical		1	2	3	4
Agility	Jumping, hopping, skipping, twisting, bounding...				
Balance	Demonstrate balance in a variety of positions, one foot, crouched, on toes...				
Coordination	Shows ability to twist and turn, change direction keeping movements with body under control				
Stamina	Shows endurance and stamina in small sided game situations				
Strength	Shows strength on the ball and to not get physically pushed off the ball				
Speed	Player can move at speed in different directions with and without the ball				
Acceleration	Show a quick change of speed				
Reaction	Player is able to react to different situations at speed				
Basic motor skills	Player shows that they can move at speed with controlled smooth movements				
Perception/Aceleration	Players are aware of what is happening around them in a game situation				

Social/Emotional		1	2	3	4
Listening	Player show ability to listen to details.				
Cooperation	Player is able to cooperate at a basic level with other players and coaches				
Communication	Player is able to communicate with teammates and offer encouragement to others				
Sharing	Player understands that passing can help them be successful				
Problem-solving	Player displays a basic understanding of working through their mistakes and self-correct				
Decision-making	Has the ability to work out simple game-related decisions.				
Empathy	Assist's others with their problems in games and activities				
Patience	Demonstrates patience with themselves and teammates as they work through mastering techniques and skills				
Respect/Discipline	Player shows respect for other players' equipment and space.				
Fair Play/Honesty	Players understand the Laws of the Game				

Technical		1	2	3	4
Dribbling	Player is now able to dribble at an opponent and can show a change of speed and direction with their head up				
Shooting	Player uses both feet over short distances. Shots are accurate and on target				
Running	Player can run with the ball using both feet in different directions and are able to vary their speed with head/eyes up				
Turning	Using both feet, Player is able to perform turns with the inside and outside of their feet with their head/eyes up				
Receiving	Player can control the ball with the inside/outside of both feet, thigh & chest				
Ball Control	Player can handle the ball in reduced spaces with team mate and opponents in close vicinity				
Heading	Player shows correct heading technique in unopposed activities				
Shielding the Ball	Player shows the ability to protect the ball under pressure and can use their body to protect them self's and the ball				
Crossing	Player shows different techniques to deliver crosses in game situations				
Finishing	The player shows good understanding of different ways to finish in front of goal and makes correct decision when placed in to goal scoring situations.				
1 v 1 Defending	Player understands and shows correct defending technique in 1v1 situations				

Tactical		1	2	3	4
Possession	Player understands angles and distances of support and that player mobility will allow team possession to take place.				
Transition	Player can transition from attacking to defending and vice versa once ball is won or lost				
Combination Play	Player can show and understand when a wall pass, take over, set up etc. are available to play.				
Switching play	Understands and has the ability to pass the ball from one side of the field to the other, quickly.				
Playing out from the back	The ability to be confident with the ball and to build the attack from close to their own goal				
Attacking Principles	Player demonstrated an understanding of the attacking principles of play				
Defending Principles	Player demonstrated an understanding of the defending principles of play				
Pressing	Player shows an understanding of pressing and closing down the ball carrier				
Retreat	Understands individual/group how to get between the ball and the goal				
Recovery	After getting beat, the player understands how to make the correct recovery runs to get in a good defensive position.				

Recommendation/Decision for the player.

Signature of Technical Director _____ Date _____

Signature of Parent _____ Date _____

Signature of Player _____ Date _____

Program Infrastructure



The St. John's Soccer Club adheres to the Long Term Player Development (LTPD) stage-appropriate principles. The SJSC program is directed by the Club Technical Director, administered by the Club Office Staff and driven by Volunteer Coaches, Assistant Coaches and Team Managers.

The Club Philosophy is 'player-first' and the curriculum is age & stage appropriate, progressing as the player's maturity/development.

Program Infrastructure

<i>Female</i>						
TEAM	PLAYERS	COACHES	TEAMS	FORMAT	RATIO	BALL SIZE
GU17 REP	19	2	1	11 v 11	9.5:1	5
GU15 REP	17	2	1	11 v 11	8.5:1	5
GU15 Academy	20	2	1	11 v 11	10:1	5
GU13 REP	18	2	1	11 v 11	9:1	Light 5
GU13 Academy	13	2	1	9 v 9	6.5:1	4
GU12 Travel	16	3	1	9 v 9	8:1	4
GU11	44	8	4	7 v 7	5.5:1	4
GU9	18	2	4	5 v 5	4.5:1	3
GU8	12	2	1	5 v 5	2:1	3
GU7	5	0	1	4 v 4	-	3
TOTAL	182	25	16			

<i>Male</i>						
TEAM	PLAYERS	COACHES	TEAMS	FORMAT	RATIO	BALL SIZE
BU17 REP	18	2	1	11 v 11	9:1	5
BU15 REP	16	2	1	11 v 11	8:1	5
BU15 Academy	18	3	1	11 v 11	6:1	5
BU13 REP	17	3	1	11 v 11	6:1	Light 5
BU13 Academy	13	1	1	9 v 9	13:1	4
BU11	52	8	4	7 v 7	6.5:1	4
BU9	18	2	4	5 v 5	4.5:1	3
BU8	27	3	1	5 v 5	9:1	3
BU7	17	2	1	4 v 4	8.5:1	3
TOTAL	196	25	15			

GRAND TOTAL	PLAYERS	COACHES	TEAMS	RATIO
	378	50	31	7.5:1

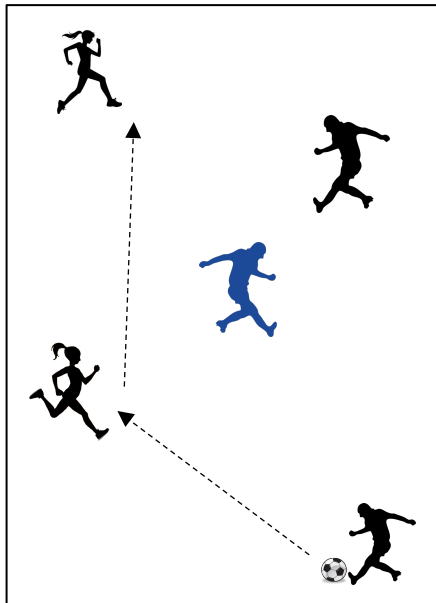


TRAINING METHODOLOGY

The one constant we have in the St. John's Soccer Club (SJSC) is the use of FUN, TEACHABLE, ACTIVE small-sided games in our training sessions. Small-sided games are extremely educational and can be used to work on technique, tactics and conditioning. Set up and game speed are essential.

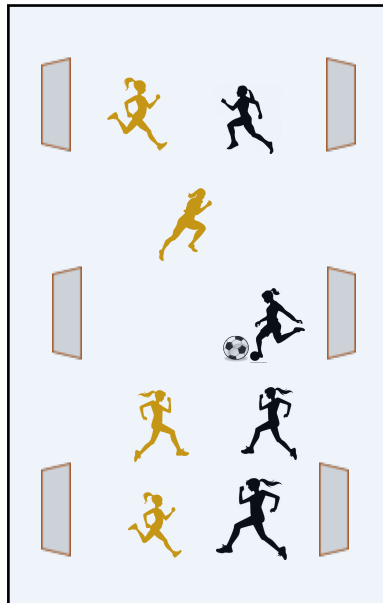
Small-sided games are enjoyable and can generate an environment that gives our coaches the tools to develop intelligent, technical and tactically-advanced players with the skill sets required to play the game confidently and creatively.

Station 1



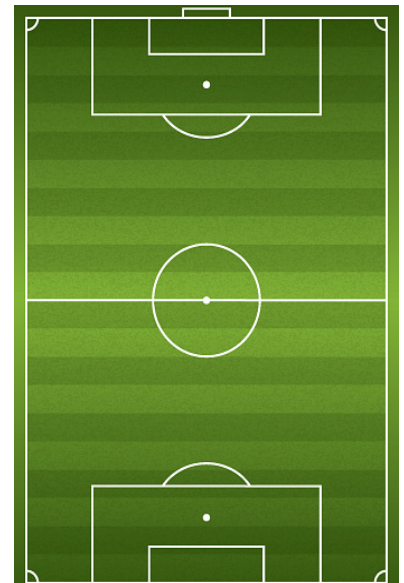
TECHNICAL
DEVELOPMENT

Station 2



TACTICAL
UNDERSTANDING

Station 3



FREE PLAY
SCRIMMAGE

Training Objectives



TRAINING OBJECTIVES

Technical Development: (rondo)
(20 min.)

- skill identification (basic technique)
- repetition (opposed)
- frequent touches

Create good habits!

Tactical Understanding: (multi-goal game)
(20 min.)

- specific technical - tactical objectives
- challenging, but attainable tasks
- competitive environment
- goal orientated

Train the brain!

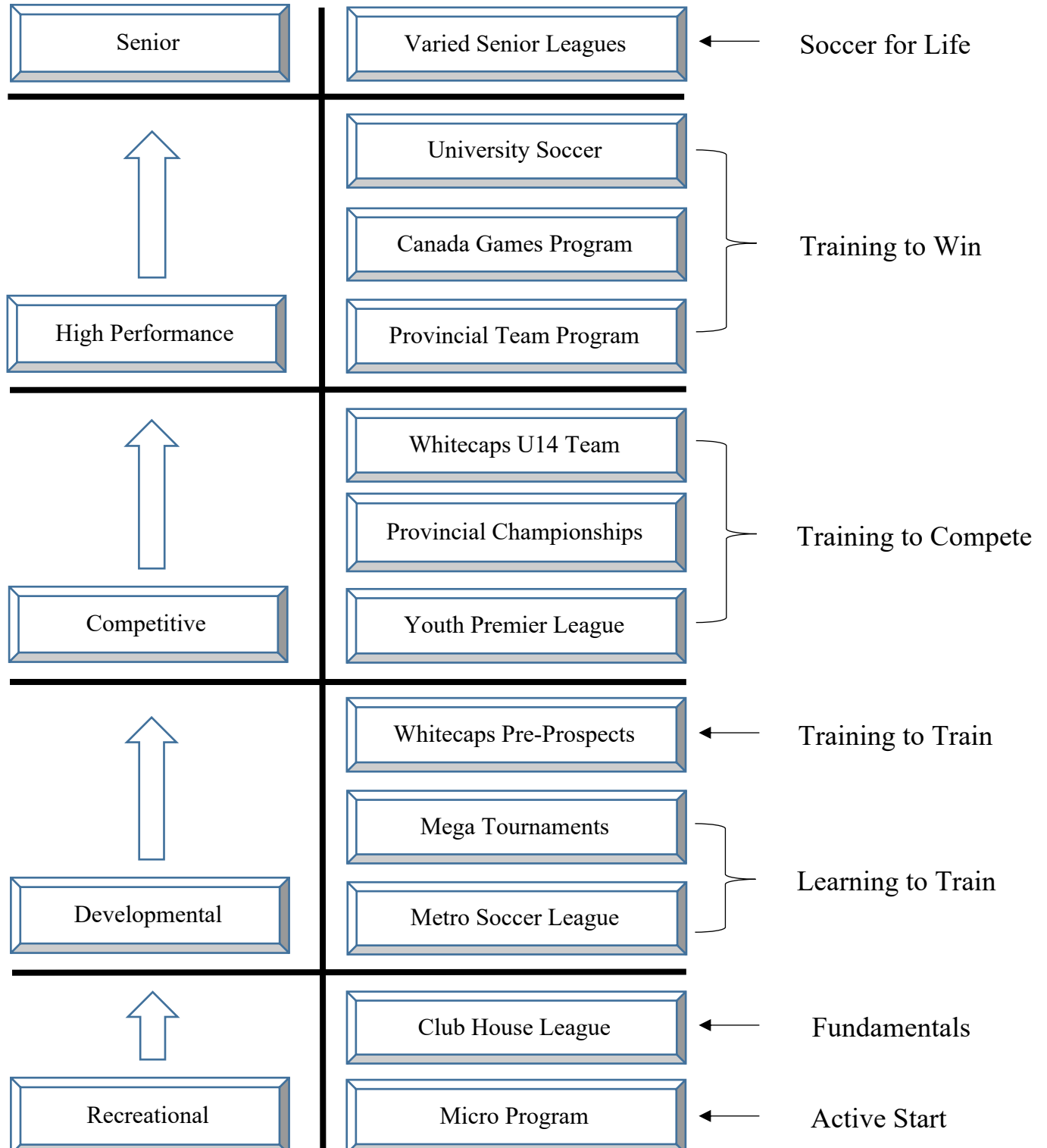
Free Play Scrimmage: (small-sided scrimmage)
(20 min.)

- focus again on previous tasks
- conditions in place, before result
- watch game attentively...coach (over top) what you see
- free play to express themselves

Play with purpose!

Developmentally Appropriate:	
23	Programming considers Long Term Player Development (LTPD) stage-appropriate principles
	See page 90
Playing Formats are aligned to Canada Soccer Guidelines:	
24	Number of players on the field and on a team
	See page 91
25	Size of ball, goals, and field
	See page 91
26	Length of game
	See page 91
27	Coach to Player Ratio
	See page 91
28	Coaches are trained and/or certified appropriately for the program in which they coach
	See page 92-93

Long Term Participation -- Player Pathway



Developmentally Appropriate



Youth Competition Matrix

Division	U7	U8/9	U11	U13	U13/15/17
League	Metro	Metro	Metro	Metro	PYL
Competition	Jamboree	Jamboree	Jamboree	Prov. Mega	Atlantic Club
Head Coach Certification	Fundamentals Respect in S M. Headway MED	Fundamentals Respect in S M. Headway MED	Learn to Train Respect in S M. Headway MED	Soccer for Life Respect in S M. Headway MED	C License Respect in Sport M. Headway MED
Assistant Coach Certification	Fundamentals Respect in S M. Headway MED	Fundamentals Respect in S M. Headway MED	Learn to Train Respect in S M. Headway MED	Soccer for Life Respect in S M. Headway MED	Soccer for Life Respect in Sport M. Headway MED
Game Format	4 v 4	5 v 5	7 v 7	9 v 9	11 v 11
Field Size	Length 34-40 Width 27-31	Length 40-50 Width 30-35	Length 60-70 Width 40-45	Length 75-85 Width 46-50	Length 100-115 Width 60-75
Goal Size	8 x 5	10/12 x 5/6	18 x 6.5	21 x 7	Full
Scores/Standings	No	no	no	hybrid	yes
Tiered	No	no	yes	yes	yes
Retreat Line	Yes @ 1/2 upon reception	Yes @ 1/2 upon reception	Yes @ 1/3 upon reception	Yes @ 1/3 upon reception	Yes @ 1/3 upon GK release
Free/Penalty Kick	No	No	No	Yes	Yes
Cards	No	No	No	Yes	Yes
Duration	8 x 5 min.	10 x 5 min.	6 x 10 min.	2 x 30 min.	2 x 35 min.
Substitutions	Unlimited	Shifts	Shifts	Unlimited	7+ Unlimited @ ½
Offside	No	No	No	Yes on-the-fly	Yes
Ball Size	3	3	4	4	5 Light
Official	Small-sided	Small-sided	Small-sided	Entry level	Entry level

Coaching Certification – Data



The table below is a working document detailing the St. John's Soccer Club (SJSC) upcoming 2020 Outdoor Season Coaching Staff. As we proceed to collect and add data to ensure the SJSC Coaches are aspiring to the achieve the necessary accreditation requirements.

TEAM	POSITION	NAME	REQUIREMENTS	CERTIFICATION
BU21 Intermediate	Coach	Rich Haywood	C License	<i>Re-certification</i>
	Assistant		S4L	
	Manager		<i>Not applicable</i>	<i>Not applicable</i>
BU17 REP	Coach	Nick Pimentel	C License	<i>In Progress</i>
	Assistant	Patrick Stirling	S4L	<i>Re-certification</i>
	Manager		<i>Not applicable</i>	<i>Not applicable</i>
BU15 REP	Coach	JB Delrizzo	C License	<i>In progress</i>
	Assistant	Regan O'Dea	S4L	
	Manager		<i>Not applicable</i>	<i>Not applicable</i>
BU15 Academy	Coach	Franco Caimanque	C License	C License
	Assistant	Craig Edwards	S4L	
	Manager	Neal Jackman	<i>Not applicable</i>	<i>Not applicable</i>
BU13 REP	Coach	Paul Nunes	C License	<i>In Progress</i>
	Assistant	Chris Douglas	S4L	L2T
	Assistant	Mark Peters	S4L	Comm. Senior
BU13 Academy	Coach	Boyko Stalov	L2T	
	Assistant		L2T	
	Manager		<i>Not applicable</i>	<i>Not applicable</i>
BU11 Metro	Coach	Jeff Coffey	L2T	Comm. Senior
	Coach	Pam White	L2T	L2T
BU11 Metro	Coach	John Devereaux	L2T	
	Coach	Paula Walsh	L2T	
BU11 Metro	Coach	Byron Etchegary	L2T	
	Coach	Kelli Giannou	L2T	
BU11 Metro	Coach	Lisa Ausum	L2T	
	Coach	Jason Pinela	L2T	
BU9 Metro	Coach	Jeff Coffey	Fundamentals	Community
	Coach	Jana Genge	Fundamentals	
BU9 Metro	Coach		Fundamentals	
	Coach		Fundamentals	
BU8 Metro	Coach	John Devereaux	Fundamentals	
	Coach	Craig White	Fundamentals	
BU8 Metro	Coach	Matt Dove	Fundamentals	
	Coach		Fundamentals	
BU7 Metro	Coach	Peter Murphy	Fundamentals	Active Start
	Coach	Greg Gill	Fundamentals	

TEAM	POSITION	NAME	REQUIREMENTS	CERTIFICATION
Jubilee Trophy	Coach	Scott Edwards	B License Part 1	<i>In progress</i>
	Assistant	Todd Taylor	S4L	<i>Re-certification</i>
	Manager		<i>Not applicable</i>	<i>Not applicable</i>
GU17 REP	Coach	Scott Betts	B License Part 1	<i>Re-certification</i>
	Assistant	Sheldon Tobin	S4L (<i>C License</i>)	<i>In progress</i>
	Manager	Colette Jewer	<i>Not applicable</i>	<i>Not applicable</i>
GU15 REP	Coach	Wayne Antle	C License	C License
	Assistant	Stefan Thoms	S4L	
	Manager		<i>Not applicable</i>	<i>Not applicable</i>
GU15 Academy	Coach	Sheldon Tobin	C License	<i>In progress</i>
	Assistant	Heidi Ryan	S4L	<i>In progress</i>
	Assistant	Julie Crocker	S4L	
GU13 REP	Coach	Shannon Goodyear	C License	<i>In progress</i>
	Assistant	Dena Burke	S4L	
	Manager	Catherine Baker	<i>Not applicable</i>	<i>Not applicable</i>
GU13 Academy	Coach	Robert Simmonds	L2T	
	Assistant	Megan O'Toole	L2T	
	Manager		<i>Not applicable</i>	<i>Not applicable</i>
GU12 Travel Team	Coach	Liv Terese Martyn	L2T	L2T
	Assistant	Amy Slaney-Howell	L2T	
	Manager	Heather MacLean	<i>Not applicable</i>	<i>Not applicable</i>
GU11 Metro	Coach	Ian Duffett	L2T	
	Coach	Scott Winters	L2T	
GU11 Metro	Coach	Keith Noseworthy	L2T	L2T
	Coach	Rob McGrath	L2T	L2T
GU11 Metro	Coach	Mark Halliday	L2T (<i>C License</i>)	<i>In progress</i>
	Coach	Adam Bishop	L2T	
GU11 Metro	Coach	Franco Caimanque	L2T	C License
	Coach	Julian Koen-Alonso	L2T	
GU9 Metro	Coach	Rob McGrath	Fundamentals	L2T
	Coach	Brian Acreman	Fundamentals	
GU9 Metro	Coach	Scott Winters	Fundamentals	
	Coach	Mark Abbott	Fundamentals	L2T
GU8 Metro	Coach	James Jackson	Fundamentals	
	Coach		Fundamentals	
GU8 Metro	Coach		Fundamentals	
	Coach		Fundamentals	
GU7 Metro	Coach		Fundamentals	
	Coach		Fundamentals	

Coaching Development Plan – Merit Points



Coaching Development Merit Points

Objective

To encourage continued education and development opportunities of all SJSC coaches, we offer the opportunity to accumulate of points on an annual basis.

Goal

To achieve the required number of points to maintain the standard necessary to coach at your respective level.

Summary

Each of the training environments have been deemed a number of attainable points. These sessions must be attended from start to finish. At the end of the session, the coach must get their sheet signed by an identified representative of club, (*ie. Technical Director, Coach conducting session*) to ensure the coach receives their points.

The coach will be responsible to track their own point accumulation and report directly to the SJSC Technical Director.

Any points attained, will be applied directly to the respective coach's current status.

The number of points earned through the varied levels of training environments.

Training Environments	Number of Points Achieved
Club Team Session	3
Provincial Team Session	3
Whitecaps Session	5
Memorial University Sea-Hawks Session	5
Annual Youth Soccer Symposium (Day 1)	7
Annual Youth Soccer Symposium (Day 2)	7
Certification Course	30

The number of points required, to maintain eligibility to coach at the varied team levels.

Team Levels	Number of Points
SJSC Metro Team	10
SJSC Academy Team	20
SJSC REP Team	30

Coaching Development Plan – Development Points

Name: _____ Team: _____ Points: _____ Date: _____

Example:

Date	Team Session	Coach of Session	Duration	Points	Sign In	Sign Out
27/11/18	NLSA GU18	Mike Power	1.5 hr.	3	<i>Mike Power</i>	<i>Mike Power</i>
10/01/19	SJSC BU17	Rich Haywood	1 hr.	3	<i>Rich Haywood</i>	<i>Rich Haywood</i>
02/16/19	Whitecaps	Dragan Mirkovic	1.5 hr.	5	<i>Dragan Mirkovic</i>	<i>Dragan Mirkovic</i>
02/23/19	Youth Soccer Symposium	Day 1	6 hrs.	7	<i>Scott Betts</i>	<i>Scott Betts</i>
03/08/19	Learn to Train Course	Alex McNutt	16 hrs.	20	<i>Alex McNutt</i>	<i>Alex McNutt</i>
TOTAL				38		

Date	Team Session	Coach of Session	Duration	Points	Sign In	Sign Out

To receive credit of points earned, you must have the session coach (sign in) and (sign out) of the attended session.

Coaching Development Plan – Youth Soccer Symposium



Annual Youth Soccer Symposium

The St. John's Soccer Club (SJSC) annually hosts a Youth Soccer Symposium to provide our club coaches and our neighboring club coaches with the opportunity to:

- network and share their views and experiences with other coaches
- learn the different approaches being used by fellow coaches
- listen to knowledgeable speakers sharing their insight and ideas on coaching issues
- view new, innovative training ideas from selected featured coaches

YOUTH SOCCER SYMPOSIUM
March 9th, 10th, 11th / 2019
@ TECHNIPLEX

Coaching Development Opportunity

PRESENTED BY

\$20 Registration

18 Featured Coaches

Elevate the expectations of yourself and your players will follow you!

Torbay Road

Schedule of Events

Aberdeen Avenue

➤ **Saturday, March 9th**

9:00am	Changing the Point of Attack	FAA John Acreman	FAA BU11
10:00am	Penetrating Passes	FAA Shane Antle	FAA BU15
11:00am	First Touch Activities	CBS Jennifer Bent	CBS BU9
12:00pm	1 v 1 Session	CBS Andrew Murphy	CBS GU11
BREAK (provided by Tim Hortons)			
2:00pm	Roles of 1 st / 2 nd / 3 rd Defenders	SJSC Scott Betts	SJSC GU17
3:00pm	Transition Moments of the Game	SJSC Vilma Seghesso	SJSC BU13
4:00pm	Midfield Rotation & Combination	SJSC Rich Haywood	SJSC BU17
BREAK (provided by)			
6:00pm	Improve Striking Ball with Laces	NLSA Andrew Moyst	MPSA BU9
7:00pm	Protecting the Ball/Escaping Pressure	MPSA Pamela Reid	MPSA GU13
9:00am	Improving Dribbling (1v1, 2v2 attacking)	MPSA Ryan Caines	SJSC GU13
10:00am	Micro Soccer	SJSC Donald Mackey	SJSC U6
11:00am	Injury Prevention	SJSC Liv-Terese Martyn	SJSC GU11
BREAK (provided by Tim Hortons)			
1:00pm	Defending – Individual & Group	FAA Cameron Carpenter	FAA BU9
2:00pm	Goalkeeper Training	NLSA Scott Edwards	GK's U13+
3:00pm	Attacking On & Around the Ball - Support	PSC Alex McNutt	PSC BU17
4:00pm	Defending Session	PSC Hannah Noseworthy	PSC GU17
5:30pm	Flank Play	MUN Mike Power	VWFC GU13/15
7:00pm	Possession Play	SJSC Maria Mackey	SJSC GU15

Accessible, Inclusive, and Welcoming:	
29	Provides programming that targets underrepresented groups as outlined in the Canada Soccer Guide to Accessibility and Inclusion
	See page 104
30	Has programs, partnerships, and/or other mechanisms to reduce barriers to participation
	See page 99-100
31	Appreciates diversity to ensure everyone feels safe and that they belong regardless of ability and background
	See page 106
32	Coaches are culturally sensitive and programs include culturally appropriate activities
	See page 106
33	Facilities are accessible to participants of all abilities
	Page 105

Right to Play Policy



The St. John's Soccer Club (SJSC) is committed to providing a safe and inclusive environment for all players and program participants. SJSC's Right to Play policy encompasses the rights afforded to all players participating in Club programs, as well as the Codes of Conduct that the Club has in place to protect youth players as well as adult players, coaches, staff, volunteers, match officials and spectators.

The SJSC is responsible for setting standards and values to apply throughout the club at all levels of play. Our commitment as a community organization and soccer club is to confront and eliminate discrimination whether by reason of gender, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability and to encourage equal opportunities.

Violation of any of these rights or Codes of Conduct is taken very seriously by the SJSC, and is committed to acting swiftly and appropriately in response to any complains of misconduct. Parties found to be in violation of any of the codes are subject to disciplinary measures.

The St. John's Soccer Club Player Rights are as follows:

- All players have the right to learn the sport of soccer and develop at their own pace.
- All players have the right to voice questions and concerns without fear of repercussions or judgement from fellow players, coaches, spectators and/or club officials.
- All players have the right to feel comfortable while participating in any club sanctioned activity. Players should never be made to feel uncomfortable, nervous or compromised by a coach, parent or club official.
- All players have the right to be treated fairly regardless of age, gender, gender identity, sexual orientation, ability, ethnic background, religion or race.
- All players have the right to have fun.

SJSC Codes of Conduct encompassed by the Right to Play Policy:

- Fair Play Code of Conduct
(Includes Codes for Players, Coaches, Officials, and Parents/Guardians)
- Coach & Manager Code of Conduct
- Friendly Fan Policy
- Discipline Policy
- Serious Occurrence Policy
- Anti-Bullying Policy
- Social Media Policy

The SJSC is committed to a policy of equal treatment of all members and requires all members to abide and adhere to these policies.

Hardship Subsidy Application



St. John's Soccer Club
P.O. Box 21007
MacDonald Drive
St. John's, NL
A1A 5B2



Each year the Youth Committee of the St. John's Soccer Club (SJSC) sources a specific amount of financial support to a Subsidy fund to assist families who have experienced financial burdens and hardships in an effort to allow children to participate in soccer programs of the SJSC. The level of funding granted will depend on several circumstances, primarily the family's income.

This application is for a one season subsidy only and should be submitted to St. John's Soccer Club, either in person or by email @ infosoccer@bellaliant.com.

Player Name: _____ Date of Birth: ____ / ____ / ____ ☐ Male ☐ Female

Home address: _____ City _____ Postal Code _____

Phone number: _____ Email address: _____

Which Program:

☐ Micro Program ☐ House League ☐ Metro League ☐ Premier Youth League

Team: _____ Coach: _____

What is the subsidy amount you are asking for? \$ _____

Have you received subsidy money from SJSC previously? _____

If so, please let us know when and for how much? \$ _____

How many children do you have participating in SJSC programs? _____

Parents' Names: Mother _____ Father _____

Are you: ☐ Single ☐ Married ☐ Divorced ☐ Legally Separated ☐ Widowed

Do you receive any additional funds from any other sources? If so, please include: _____

Is there anything else that you feel is relevant to share with us to help in making this decision?



Any fundraising done by St. John's Soccer Club (SJSC) or its Rep, Academy or Metro Teams must abide by the SJSC Sponsorship Policy.

Fundraising Policy

Sponsorships help to reduce overall registration fees and the club encourages every player to support SJSC corporate and team sponsors. Sponsors can request either their child or another additional player request for their team(s).

Anyone interested in becoming an SJSC sponsor should complete a Sponsorship Form or contact the Manager of Sponsorships.

Fundraising Terms/Guidelines

St. John's Soccer Club is a not-for-profit organization, which means that any surplus funds generated must be put back into SJSC programs. SJSC is not a charity, does not hold that distinction with Revenue Canada and therefore cannot issue charitable tax receipts.

All teams should refrain from using the word "donate" when fundraising. Donations are generally given to charities, with nothing received in return, and a tax receipt is generated to recognize the donor contribution. If a team is selling something, it should use the term "fundraising," and ask people to "support" or "help" the team.

Sponsorship is not a donation. Sponsorship is an expense incurred by a company to promote its business. Sponsors receive benefit by having their brand recognized with SJSC and/or a team.

Rep, Academy or Metro Team Fundraising

All teams are allowed and encouraged to fundraise to offset costs. SJSC provides opportunities for teams to fundraise at SJSC hosted tournaments, photo days, festival days, registration, etc. SJSC makes these opportunities available and accepts teams on a first-come, first-served basis. Requests for any team or member to conduct fundraising at venues or event hosted by SJSC must be approved by the SJSC Youth Committee. Team sponsors cannot conflict with SJSC Corporate Partners.

House League Fundraising

Youth House League Team Sponsorship is arranged by the Club's Youth Committee. Team officials and/or parents are not permitted to seek or accept additional sponsorship, or engage in independent fund-raising activities, for their House League team. Independent 'team websites' for House League teams are only permitted with written permission from the club.

Sponsorship Policy



The St. John's Soccer Club (SJSC) strives to make soccer accessible to the city of St. John's by "Advancing Every Player." As a not for profit organization, SJSC will pursue sponsorship of its programs, teams and facilities to generate incremental revenue to offset costs incurred through the operation of the club and by members directly.

All SJSC sponsors will uphold the club's mission, vision and values. SJSC will seek sponsors who help promote community, soccer, and/or healthy lifestyles. SJSC reserves the right to decline any sponsorship proposal.

1. SJSC will not accept sponsorship from organizations whose values are contrary to those values of the club.
2. SJSC will not accept sponsorship from tobacco companies or companies that promote the sale of tobacco.
3. SJSC will not accept sponsorship from companies that manufacture or promote the sale of weapons.
4. SJSC will not accept sponsorship from companies that promote pornography.
5. SJSC will not accept sponsorship from companies that religious or political organization that are offensive or prejudicial to other groups.
6. SJSC will not accept sponsorship from companies that demean members of any group based on gender, ethnicity, or sexual orientation.
7. SJSC will not accept sponsorship from alcoholic beverage manufacturers or distributors for SJSC youth programs and/or events. Alcoholic beverage manufacturers or distributors may sponsor SJSC adult programs and/or events.

Refund Policy



Policy Statement

1. All refunds and their respective amounts are at the sole discretion of the club.
2. This policy applies to registration fees paid directly to St. John's Soccer Club (SJSC) either online or in person.
3. The principle behind SJSC's refund policy is to allow a reasonable period of time following registration for parents/players to withdraw, while still safeguarding the long-term financial stability of the club.
4. SJSC commits to program expenditures once registration numbers are determined. These expenses are not recoverable to the club if/when a member withdraws.
5. All refund requests must be made in person at the St. John's Soccer Club Office by completing SJSC's Refund Request Form. Please allow 4-6 weeks for refunds to be processed.
6. An administrative fee of \$35.00 will be charged on approved refunds.
7. SJSC shall not be responsible for any monies paid to a team, team coach or team official and SJSC shall not entertain requests for any such refunds.
8. SJSC shall not be responsible for any monies raised and collected by teams through sponsorship or fundraising efforts and shall not entertain requests for any such refunds.

House League Program

1. There will be no refund/transfer of registration fees from 14 days before the program start date.
2. Refunds requested prior to the above stated deadlines will be processed, minus the club's administrative fee.
3. A paid registration fee shall be fully refunded in the event the SJSC is unable to field a team or provide a suitable program alternative. No administrative fee shall be withheld in this case.
4. A paid registration fee shall be partially refunded (pro-rated) if a player withdraws due to medical reasons within 14 days of injury occurrence. Medical documentation and SJSC Incident Report shall be provided. Any refund requested due to player injury will be considered at the sole discretion of the club.
5. A paid registration fee shall be partially refunded (pro-rated) if a player's family is transferred to another city, province or country (proof of transfer required). Any refund requested due to family transfer will be considered at the sole discretion of the club.
6. There will be no refund/transfer for a registration fee if a player is suspended or expelled from SJSC under the St. John's Soccer Club's discipline policy or code of conduct rules.
7. Refunds are not issued after the program end date.

Rep, Academy and/or Metro Team Program

1. A paid registration fee shall be fully refunded in the event SJSC is unable to field a team. No administrative fee shall be withheld in this case.
2. A paid registration fee shall be partially refunded (pro-rated) if a player withdraws due to medical reasons within 14 days of injury occurrence. Medical documentation and SJSC Incident Report shall be provided. Any refund requested due to player injury will be considered at the sole discretion of the club.
3. A paid registration fee shall be partially refunded (pro-rated) if a player's family is transferred to another city, province or country (proof of transfer required). Any refund requested due to family transfer will be considered at the sole discretion of the club.
4. The cost of player uniforms and player processing shall be deducted from the refund request. The uniform shall be considered the property of the respective player with the cost being considered as part of the refund request.
5. Subsequent to accepting a place in the Rep, Academy and/or Metro team program through the registration and payment process, there will be no refund at any point thereafter if a player or parent disagrees with the player's coach, team or tier placement.
6. There will be no refund/transfer for a registration fee if a player is suspended or expelled from SJSC under the respective discipline policies or code of conduct.

Soccer Camps

1. There will be no refund/transfer of registration fees 14 days prior to the start date of a SJSC Summer Daytime Camp
2. Refunds requested prior to the above stated deadlines will be processed, minus the club's set administrative fee.
3. A paid registration fee shall be fully refunded in the event SJSC is unable to field a camp or provide a suitable program alternative. No administrative fee shall be withheld in this case.



The St. John's Soccer Club (SJSC) registration is accessible through our KGV Office (in-person) and/or on our club website (on-line) at sjsoccer.ca.

The SJSC varied streams of participation (grassroots, community, competitive, development, performance) programming, welcomes all participants regardless of ability or background and ensures that its programs are both culturally sensitive and appropriate.

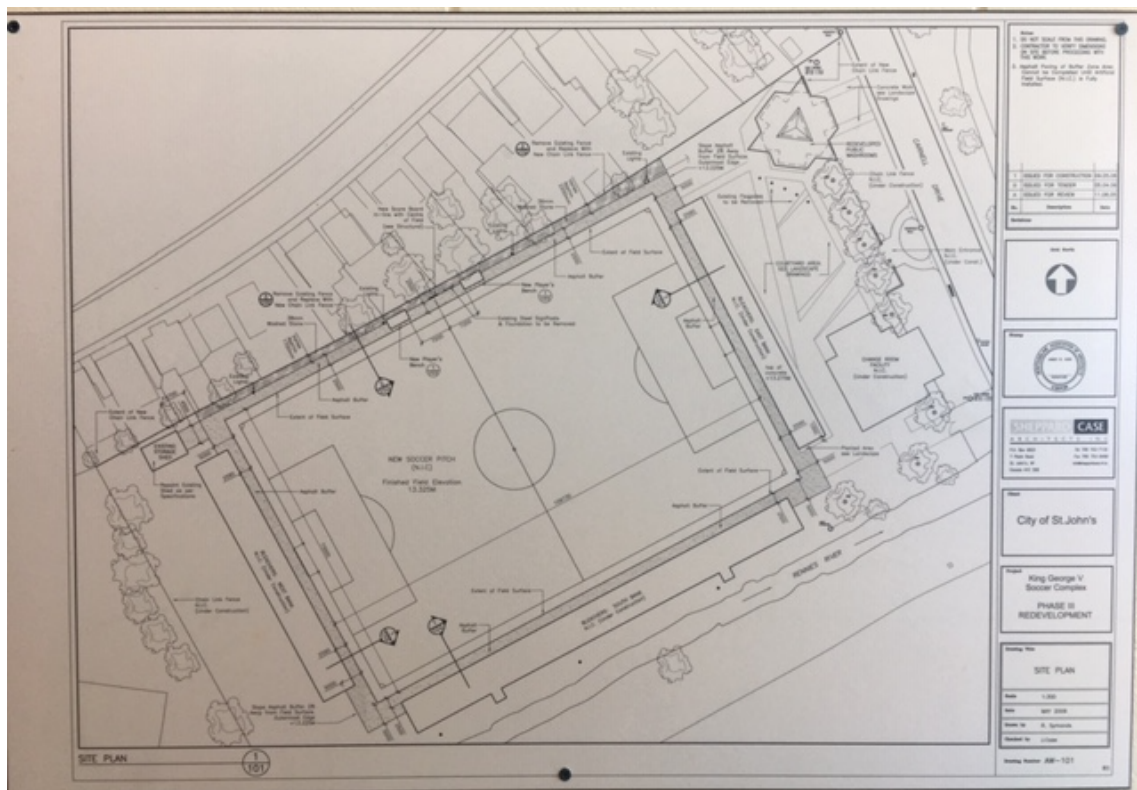
The SJSC is proud to have partnered with the Association for New Canadians in providing a FUN day of events at KGV Park, encouraging the development and fostering of an inclusive and culturally diverse environment in our membership.



In cooperation with the City of St. John's, the SJSC is committed to ensuring all of our facilities and programs are accessible to participants of all abilities. The KGV Park annually hosts The Terry Fox Run ensuring that activities are accessible to all who wish to participate.



Accessibility





The St. John's Soccer Club (SJSC) strives to be a leader in the soccer community by providing opportunities for all interested participants.

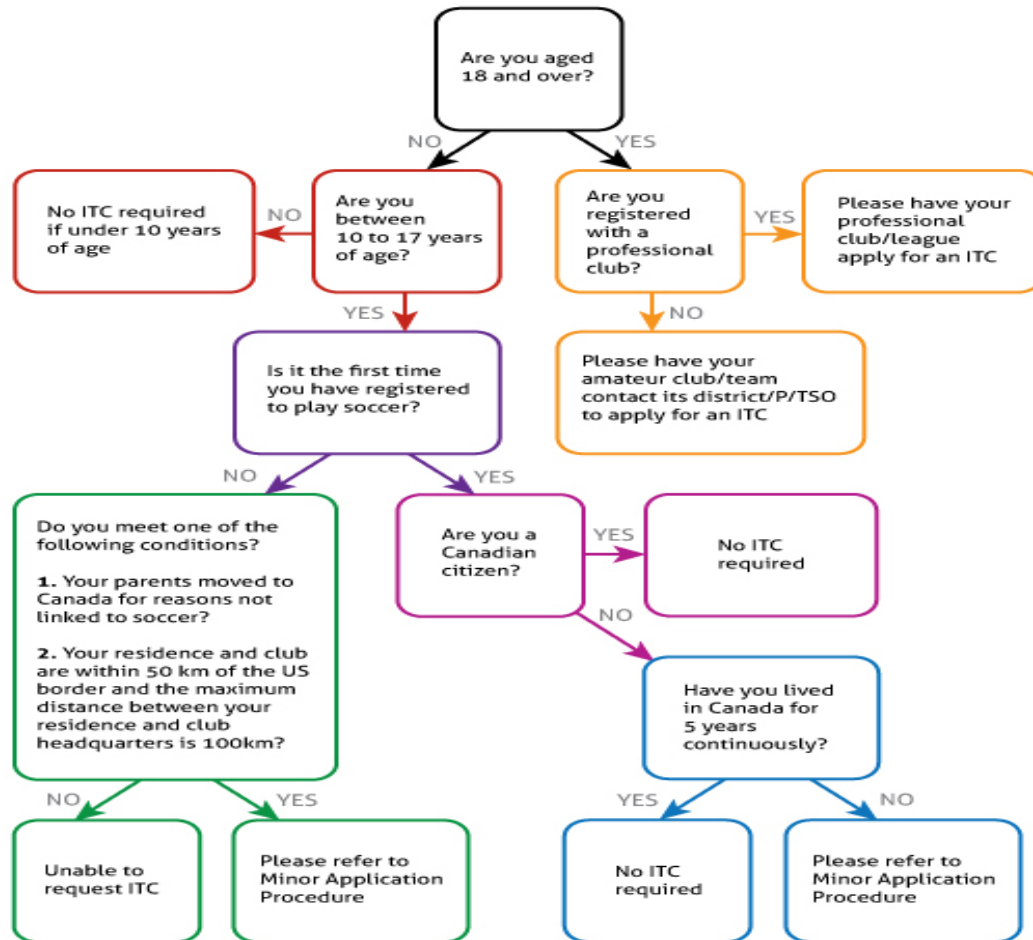
The SJSC recognizes and understands the need and desire for sport in life. In the spirit of sport, the SJSC does everything it can to encourage their participants to feel safe, respected and comfortable in being themselves and expressing all aspects of their identities.

The SJSC is focused on facilitating the process of new participants. A club including immigrants, refugees and people moving from outside the city, province and/or country. Regardless of age, gender, racial background, disability or sexual orientation.

The SJSC respect all its participants, providing them with full access and promotes equal treatment and opportunity while working to eliminate all forms of discrimination. Engaging all of our participants is decision-making processes that affect their lives.



International Transfer Certificates (ITC)



MINOR APPLICATION PROCEDURES

The Provincial/Territorial Association will forward the request(s) onto Canada Soccer. Included with the request, the following mandatory documents must be submitted by the player/parents (in PDF format, with no document larger than 2MB in size):

- Proof of identity and nationality (i.e. passport) - player
- Proof of identity and nationality (i.e. passport) - parents
- Proof of birth date (birth certificate) - player
- Employment contract - parents
- Work permits - parents
- Proof of residence (i.e. proof of home ownership, rental agreement) - player and player parents
- Proof of distance for 50km rule (i.e. Google maps showing location club/residence)
- Parental authorisation

International Transfer Form



Player Transfer Form

In order to be eligible for a transfer a player must be in good standing with his/her current club.

This completed form must be brought to the NLSA office with the transfer fee before the transfer will be processed.

Player's Name: _____

Player's Date of Birth: _____

Club Player is transferring from: _____

Club Player is transferring to: _____

Reason for requesting a transfer: _____

Signature of Parent: _____

Authorizing Signature of
Club Releasing Player

Authorizing Signature of
Club Accepting Player

Date of Release

Date of Acceptance

For Office Use Only

Transfer: Approved: _____

Not Approved: _____

Transfer Fee Received:

Authorizing Signature NLSA: _____

Meets the Expectations of Membership with its Governing Organization(s):	
34	Is a Member in Good Standing with its governing organization(s)
	See page 110
35	Is compliant with the by-laws, policies, and directives of its governing organization(s)
	See page 110
36	Registers all participants with its governing organization(s)
	See page 110
37	Does not interact with non-member organizations unless approved by governing organization(s)
	See page 112



Newfoundland and Labrador Soccer Association

April 6, 2020

To whom it may concern,

This is to acknowledge that the St. John's Soccer Club is a member in good standing with the Newfoundland and Labrador Soccer Association. A member in good standing assures that a club:

- Is in compliance with the By-laws, Policies and Directive of the Newfoundland and Labrador Soccer Association;

- Registers all participants with the Newfoundland and Labrador Soccer Association;

and

- Does not interact with non-member organizations unless approved by the Newfoundland and Labrador Soccer Association

Thank you,

Rob Comerford
NLSA Business Manager

Companies and Deeds Online - CADO



Service NL

Companies and Deeds Online - CADO

Main Companies Condominiums Co-operatives

Detailed Company Information

Company Name: ST. JOHN'S SENIOR SOCCER ASSOCIATION INC.
In Good Standing

Company Number:	42818	Corporation Type:	Company
Status:	Active	Category:	Local
Last Annual Return:	2020-01-31	Business Type:	Without Share Capital
Incorporation Jurisdiction:	NL	Filing Type:	Incorporation Without Share Capital
Incorporation Date:	2000-02-04	Min/Max Directors:	3 / 20

Additional Information:
(Latest addresses on file)

Registered Office: 19 Princess Anne Place St. John's NL Canada A1A 2P3	Mailing Address: Same as Registered Office
---	--

[Obtain a Certificate of Good Standing \(Fee \\$10.00\)](#) [Return](#)

[\[Previous Names\]](#) [\[Amalgamated Information\]](#) [\[Current Directors\]](#) [\[Historical Remarks\]](#)

Current Directors

Records Found: 3 Viewing Records: 1-3

Director Name
Scott Betts
Colleen McConnell
Brian Murphy

Non-Member Organizations



St. John's Soccer Club
P.O. Box 21007
MacDonald Drive, St. John's NL
A1A 5B2

28 April 2020

Newfoundland and Labrador Soccer Association
Rob Comerford - Business Manager
39 Churchill Avenue
St. John's, NL
A1A 0H7

Dear Rob,

The St. John's Soccer Club (SJSC) policy is to ensure that any and all of our teams only compete against teams that are affiliated with the Newfoundland and Labrador Soccer Association (NLSA), Canadian Soccer Association (CSA), Federation International de Football Association (FIFA).



Sincerely,

Scott Betts
Technical Director
(709) 730-8151
sbetts59@gmail.com

(709) 576-8041

King George V Park

www.sjsoccer.ca