

December 13, 2005

Volume 3.1



Gretna Soccer Club Coaches Manual

Introduction

As you read through our first version of a coaches manual for Gretna Soccer, we hope that you will find it useful in answering some basic questions that are not typically provided in a rule book. As a member of the Board of Directors for our club, I find myself answering some general questions that are unique to Gretna, or Nebraska and are never covered in the national publications. As a small community, we find ourselves relying on the many wonderful volunteers that make themselves available to further the dreams and aspirations of our youth. To that end, we dedicate this manual to you and hope you will find value in it. We have every intention of updating this each and every season until we believe it provides a complete and meaningful resource for your soccer experience. Please, let me or other members of the Board know what additional information would be helpful to you. Once again, thank you for sharing your time, energy and enthusiasm with our community.

Dave Harvey, 895-2724

Your Responsibility

Coaching youth soccer brings with it some of the greatest enjoyment and challenges you will face as a volunteer for youth activities. If you are like many of us, we did not grow up playing soccer in school and have been forced to learn the game along with our children. However, we do have a responsibility toward our players and the team as a whole:

Above all else, you must ensure that they have a Safe and Healthy environment to practice and play soccer. This underscores all other considerations. You are a role model and example for each player. The greatest gift you can give a child is to impart onto them knowledge that you have which they do not. If they leave each of every practice/game knowing that they learned or improved on one (1) item, they will be eager to come back and keep working at it. You have, in your possession, the ability to inspire a player or completely de-moralize one.

Make every effort to never yell, humiliate, or embarrass a player for their actions or abilities. If you do so, you can be assured that you will be remembered as the coach that killed the dreams and aspirations of that player.

To truly inspire a player, seek out something that was done well or has improved. Each and every game/practice should be filled with comments of "nice effort", "better than last week", "coolest move I saw all day". Players hearing this will work even harder for you. Encouragement goes a long way.

Practice Guide

The decision on how many practices, where, what time, and for what duration remains that of the coach. The information provided here is purely for reference. In general, the younger the kids, the shorter the duration of practice, due to shorter attention span. There is no use getting both you and the player discouraged by exceeding their capacity. The following is simply a guideline:

Age Group	Number per Week	Duration
U6 Micro	0-1	30-45 minutes
U8	1	45-60 minutes
U10	1	60-75 minutes
U12 and up	2	75-90 minutes

Absolutely, without exception, no practicing is allowed at Leo Royal fields. These are our game fields, which are some of the finest in the area considering the poor shape of other Omaha area fields that get overuse. As a club, we have many volunteers that work hard to maintain these fields. These are set aside for games ONLY! The following areas are generally considered open for use by anyone in the community:

1. Gretna High School, field nearest the church (no use is allowed on the eastern two fields, per the school.)
2. Plum Creek (two new goals are now available)
3. Gretna Middle School, several fields available
4. Behind Elementary School, adjacent to the High School

Board of Directors

The Gretna Soccer Club Board of Directors for the calendar year 2002-2003 are:

President	Dave Harvey	895-2724
Vice President	Rick Hollendieck	894-5534
Secretary	Carmen Schickert	916-9049
Registrar	Cheryl Harvey	895-2724
Field Manager	Bruce Hamel	332-4387
Player/Coach Development	Shon Mosser	960-8155
Treasurer	Mary Paskevich	896-4056
Micro Coordinator	Kris Zeleny	332-5085

Overview of Different League's

T here are currently four leagues operating within the Greater Omaha metropolitan area that Gretna could schedule teams into. Following is a breakdown of those leagues:

League	Purpose	Age Groups	Competition Levels
Sarpy County	For various levels of recreational through mid competitive, involving Gretna, Papillion, Lavista and Springfield.	Accepts each age group, U7-U12	There is only one division in each age group. This is our recreational level where kids transitioning from Micro are placed. If there are two divisions, it is purely to handle a larger pool of teams. There is no difference between the American/National divisions.
ENSA Div 1-2: U9-U10 Div 3-4: U11+	Eastern Nebraska Soccer Association , playing within a 30 mile radius of Omaha, typically more competitive than Sarpy County, depending on division	Begins at U9 and forms teams for every age group: U9, U10, U11, U12, U13, U14, U15, U16, U17, U18, U19	Has several divisions, depending on age: Division 1 being the highest, through Division 4 as the most recreational. For U9/U10, the most competitive divisions in the Metro area are ENSA Div 1. At U11, the competitive teams transition to the NSL league, and ENSA focuses on Div 3-4.
NSL Div 1 & 2	Nebraska Soccer League , accepting teams throughout all of Nebraska. Typically more competitive than ENSA	Begins at U11 and, like ENSA, accepts age groups for every numbered year through U19	The top division is Premier, with Div 1 and Div 2 typically available below Premier. Most recreational teams stay in ENSA, hence no need for lower divisions in NSL.
NSL Premier	This league is for the very top 6-8 teams in the State and possibly surrounding region: Des Moines, KC, Sioux Falls may also schedule some teams into this league	This league is by invitation only, beginning at U11 and having a league for each age group through U19. Invitations are extended based on finish in U11 State Cup and Spring U11 standings in NSL, typically.	One division only, called Premier.

Team Placement Within League

T eams are formed by the GSC Registrar according to player availability at registration time. These teams are created by adhering to the roster size limitations and availability of volunteer coaching. The Registrar will place the team initially into a division based on age and previous season's record, if available. Once a team has been placed, subsequent seasonal placement will be handled by each league according to a Promotion/Relegation policy.

Promotion and/or relegation within a League is done based on previous season win/loss record, as well as some thought given to goals scored.

For Sarpy County League teams, there is usually only one league; so all teams remain in this division without movement.

As an example: a team playing in the ENSA or NSL league that has a strong winning season, will find itself moving up to the next higher division. There is, however, no promotion/relegation from league to league. This means that a team playing in ENSA at the top division will not be forced into the NSL league. This practice of promoting/relegating a team is self-adjusting each season to ensure that a team does is fairly challenged and has an opportunity to compete against like competition.

Coach Requesting A Division Change

A coach may request at sign-up time that the Registrar attempt to place a team according to the competitive needs of the coach and the team. This does not mean that a coach with a winning record may request to move down. However, a coach may request to move up or change leagues to suit the changing needs of the team.

Sarpy County League Info:

The Sarpy County League operates with a modified set of rules for the U8 and U10 age groups.

Age	Size of Ball	Players on Field	Offside Rule	Time of Play	Comments
U7	#3	4	No	(4) 12 min Quarters	No goalkeepers
U8	#3	5	No	(4) 12 min Quarters	GK's, no SlideTackles, Free Substitution
U9	#4	6	No	(2) 25 minute halves	no SlideTackles Free Substitution
U10	#4	6	No	(2) 25 minute halves	no SlideTackles Free Substitution
U11 U12	#4	8	Yes	(2) 35 minute halves	

ENSA League Info:

The ENSA League operates with a modified set of rules for the U9 and U10 age groups. Coaches playing in ENSA must obtain a net and set of flags for use throughout the season. It is the coaches responsibility to set the net and flags for each game. This equipment remains the property of GSC.

NSL League Info:

The NSL League operates under a full and complete set of FIFA rules, without modification. The only thing that changes for NSL teams beyond U13 is the amount of playing time. Coaches playing in NSL must obtain a net and set of flags for use throughout the season. It is the coaches responsibility to set the net and flags for each game. This equipment remains the property of GSC.

Age	Size of Ball	Players on Field	Offsides Rule	Time of Play
U11	#4	8	Yes	(2) 30 minute halves
U12	#4	8	Yes	(2) 30 minute halves
U13	#5	11	Yes	(2) 35 minute halves

Players Passes

Each coach is given a set of players passes that are issued from the Nebraska State Soccer Association at the beginning of the season. These passes are proof to the referees of the child's age, club and team affiliation, as well as proof of insurance coverage. It is the responsibility of the coach to obtain a picture of each player prior to season start (shoulder and above only). These pictures, along with the player signature on the back of the pass, should be laminated. It is best to use a hole punch, punching a hole in the top center and keeping these together with a large key ring.

Like a Drivers License, the Player Pass stays with the player and the assigned team. Passes cannot be transferred between players or teams. Therefore, it is important that a Coach never discard old passes before getting permission from the Club Registrar. The State Association charges for lost passes. This charge will be passed to the Coach and the Team.

Game Day Requirements

Each coach is given a league hotline to call and determine the status of the game. It is best to call this number even on good weather days, as the field number assigned to you may have changed. You will be responsible for the following for each game:

- Players passes for the referee (be sure to get these back)
- Game card (Home team only)
- Players adhesive card (Visitor team only)
- Net and Flags for ENSA/NSL away games
- Arrive with your players at least 20 minutes early
- Home team provides a good game ball
- Medical release forms/waivers from registration
- The goalkeeper must have a different colored shirt from ALL other field players. It can be a regular GK jersey, t-shirt, whatever, as long as it is a different color.
- All players have shinguards, and wearing no jewelry
- If you play another Gretna team, the Home team is responsible for obtaining alternate jersey colors for the game. Typically, most teams wear t-shirts, or colored vests if the coach has a full set.

It is also best to have the following items on-hand if possible:

- First aid kit
- Ice pack to treat injuries
- Cell phone if an emergency arises

Game Card

Each coach is issues a set of game cards in the coaches packet at the beginning of the season. This game card is filled out by the HOME team only! The game card must be filled out at least 15 minutes prior to the start of the game, and presented to the referee at team check-in.

VISITING TEAM PLAYER CARD:

The VISITING team must fill out the small adhesive player card. The player card simply list each players name, jersey number, team name, jersey color, and coaches name. It is presented to the referee, who in turn applies it to the back of the game card from the HOME team. As a visiting team, make sure that you receive the VISITING TEAM portion of the game card (lower right square) from the referee. This is your ONLY opportunity to comment to the league about the game, the referee, quality of the fields, etc. Use it wisely!

HOME TEAM GAME CARD:

Using the above team schedule as an example, you will find all the information necessary to complete the front side of the game card. Each league has a slightly different format for the game cards, however they all require the same information. The card is actually 4 separate squares. Each has the same type of information required. You must fill in the Game Number (9502), Field Name (GRT02), Date (5/1/00), Time (5:30), Home Team (Grt La Niña), Away Team (Ars Primo). Also, fill in Age Group (U9) and circle gender. Also, circle the age group in the left/top square to indicate to the referee the amount of playing time. Home team should also place the jersey color in square 1: Green. The top/right square if for the home team coach to comment about the game. The bottom/right square goes to the visiting coach. On the back of this form, fill out the Home Team player card with last names and jersey number of your players.

Game Schedule: U9 Girls					
Date	Time	Field	Game	Home	Visitor
May 1	5:30	GRT02	9502	GRT La Niña	Arsenal Primo

REFEREE'S GAME RECORD
Eastern Nebraska Soccer Association

Age: Boys / Girls Date: Time: Field: Game No.

	HOME TEAM				AWAY TEAM			
	No.	First Half	Second Half	No.	First Half	Second Half	No.	Second Half
Name								
Color								
Captains								
Score	Over time		Final Score		Over time		Final Score	
Cautions and Ejections	Min	C/E	No.	Reason	Min	C/E	No.	Reason

Kick-off by: Home / Away W + E S
Detach this part and retain it for your records

HOME COACH GAME EVALUATION

Home Team Score: Away Team Score:
Date: Field:
Age: Boys/Girls Time: Comments:

Referee Assessment
Circle answer: Excellent - Good - Average - Fair - Poor

Dress and appearance:	E	G	A	F	P
Pre-game duties:	E	G	A	F	P
Fitness:	E	G	A	F	P
Attitude toward-players	E	G	A	F	P
-coaches	E	G	A	F	P
-spectators	E	G	A	F	P
Signal clarity:	E	G	A	F	P
Positioning:	E	G	A	F	P
Accuracy of decisions:	E	G	A	F	P
Game control:	E	G	A	F	P

Sportmanship

Opposing players:	E	G	A	F	P
Opposing coaches:	E	G	A	F	P
Opposing spectators:	E	G	A	F	P

Coach: _____
Years coached: _____ License: _____

REFEREE GAME REPORT
Mail this within 48 hours after match

Home Team Score: Away Team Score:
Date: Field: Report cautions, ejections, players without passes, and any problems. Send ejected player passes with card within 24 hours. Game No.

Age: Boys/Girls Kick-off Time: _____

Field Conditions: _____
Field Markings: _____

Home Team: Nets Yes/No _____ Flags Yes/No _____
Away Team: Nets Yes/No _____ Flags Yes/No _____

Conduct:	Coaches		E	G	F	P	E	G	F	P
	Players		E	G	F	P	E	G	F	P
Spectators		E	G	F	P	E	G	F	P	

Referee _____
Linesman _____
Linesman _____
Trainee _____
Instructor _____

AWAY COACH GAME EVALUATION

Home Team Score: Away Team Score:
Date: Field:
Age: Boys/Girls Time: Comments:

Referee Assessment
Circle answer: Excellent - Good - Average - Fair - Poor

Dress and appearance:	E	G	A	F	P
Pre-game duties:	E	G	A	F	P
Fitness:	E	G	A	F	P
Attitude toward-players	E	G	A	F	P
-coaches	E	G	A	F	P
-spectators	E	G	A	F	P
Signal clarity:	E	G	A	F	P
Positioning:	E	G	A	F	P
Accuracy of decisions:	E	G	A	F	P
Game control:	E	G	A	F	P

Sportmanship

Opposing players:	E	G	A	F	P
Opposing coaches:	E	G	A	F	P
Opposing spectators:	E	G	A	F	P

Coach: _____
Years coached: _____ License: _____

Primary/Secondary Players

Soccer has two types of players that can be registered on a team roster: Primary and Secondary. The Primary distinction goes to a player on a team that is dedicated to all practices and games of that team. Registration is paid in full for that team placement. A player may also register Secondary onto another team, without regard to League/Division. The purpose of a Secondary player, many times, are to help provide adequate player numbers on a team that is not at full roster size. Within GSC, a player wishing to play Secondary can do so for a few extra dollars, which are applied toward a 2nd player pass. A player wishing to play secondary outside of Gretna will need to obtain a form from the registrar and the signature of their primary team's coach. Primary players from a Gretna Gold team do not play secondary on recreational teams, without approval from the BoD, in which case a low roster size will allow this exception.

Roster Size

GSC has imposed the following roster size limitations on each team playing within our club. Exceptions to this are made only at Board of Director approval. GSC reserves the right to assign players to a team that is not at full roster size, and may exceed roster size for younger teams in order to keep from forming an extra team or turning players away.

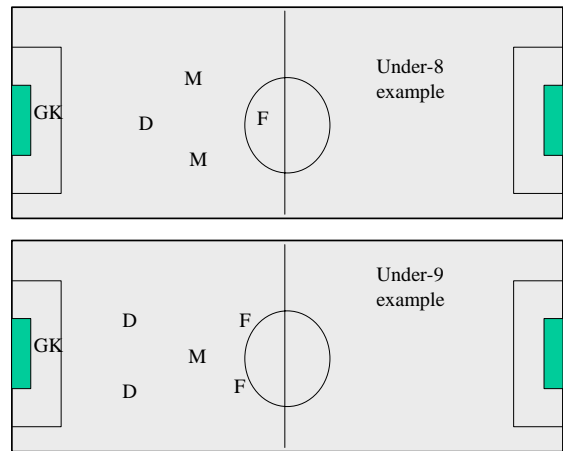
U6	U7	U8	U9	U10	U11	U12	U13+
6	8	10	12	12	16	16	18

Rescheduled Game Fees

Each league (ENSA, NSL, Premier, Sarpy) has their own policy regarding the rescheduling of games for scenarios other than bad weather. Most leagues will levy a fine against the team for a forfeit or rescheduled game that is done at the request of the coach. These fines will be passed along to the team and must be paid in full prior to the issuing of players passes for the subsequent season. These fees, which range from \$10 to \$50, are just that, a fine. The Gretna Soccer Club cannot afford to absorb these fines. Therefore, please be advised that any fine levied against your team will be passed onto the coach. It will be a team responsibility for collecting the money and making payment. I am sure you can understand this position by the club.

Positions of Play

A general rule of thumb for positions that kids can understand and grasp are: 1) GoalKeeper (GK) which is always called a "keeper" and not a goalie!, 2) Defenders, 3) Midfielders, and 4) Forwards. In the following U8 field, they are playing 5v5, which means five field players. Make every effort to avoid throwing a lot of different position names out: fullback, halfback, winger, sweeper, stopper, striker, etc. The kids can relate to "right defender, left forward, center midfielder". A good rule of thumb is to get the kids thinking of triangles, which offer the very best positional support and keep from bunching up on the ball. In this scenario, the Midfielder are probably some of the most aggressive and fastest kids and can cover the whole middle of the field.



In the above U9 example, they are playing a 2-1-2, always counting from the back and not including the GK. This means 2 defenders, 1 midfielders, 2 forwards. They are perfectly balanced, lots of triangles, and controlling the middle of the field well.

Generally speaking, ask that your defenders NOT camp out and stay by the goal. Encourage them to go to the half line when the ball is at the other end. Get them involved, or they will never develop for you.

Coaches Education & Licensing

The GSC has a long history of supporting our volunteer coaches in their efforts to become more knowledgeable about the game. To that end, all coaches should know that GSC will provide tuition reimbursement upon completion of various coaching education courses. Each year, usually in the February timeframe, a Winter Workshop is held lasting 6 hours that brings together top coaches from around the country to Nebraska. GSC will pay for the attendance of the Head-coach to this event as well as the State and Nationally offered coaching courses. These include:

Courses	Duration	Comments
State Level Courses		
Youth Module U6-U8	6 hours	Old F license, age appropriate, small game oriented
Youth Module U8-U10	6 hours	Old F license, age appropriate, small game oriented
Youth Module U10-U12	6 hours	Old F license, age appropriate, small game oriented
Goalkeeping	6 hours	GK techniques for U10 and older
USSF E License	18 hours, All day Sat/Sun	This forms the basis for all technical training, no testing,
USSF D License	36 hours, Fri-Sun 2 weeks	Combines technical, some tactical, focus on practice progression
National Level Courses		
NSCAA National Diploma	Week-long all day	Tactics, coaching high school player and beyond
USSF C License	Week-long all day	Tactics, coaching high school player and beyond
NSCAA Advanced National Diploma	Week-long all day	Coaching high end, ODP, small college
USSF B License	Week-long all day	Coaching high end, ODP, small college
USSF A License	Week-long all day	College, ODP, etc

Forming a Team

Each team is formed according to Gretna Soccer Club policies. There are two types of teams: recreational and select. Note that this does not imply that there cannot be a competitive team that is not select. Some guidelines that you should be aware of:

1. All teams playing in Sarpy County League will be considered recreational.
2. Select teams may only play in ENSA or NSL, and must play in Division 2 or higher. Since those two leagues provide 5 levels of competition (Premier - Division 4), it is reasonable to assume that a competitive select team must play in one of the top three divisions.
3. A recreational team is formed based on availability of players and a coach. In cases where the numbers warrant a second team, the Registrar will form the teams by balancing the players across each team. It is not conceivable that a coach will select which players will be on his/her team, nor is it acceptable to solicit each parent to "write-in" your name in an effort to form a team. These type of requests will never be honored. Teams are randomly formed each August with the intent of staying together one year (just like a school year).
4. Select teams may only form at U-11 and beyond. These coaches must notify the Gretna Soccer Board of their intention to hold a tryout, by April 1 of each year. Criteria for a select coach must include the possession of at least the USSF 'E' license, and team registration into Division 2 or above.

A Tale of Two Benches on Play-Off Day

by Roy Patton, Soccer Coach, University of South Alabama

Beautiful pass, lovely curved ball, you beat two defenders, sweeper and all.

Kick him, harass him, get in his face, they're making you run all over the place.

Fantastic turn, your man was real tight. That's the best move I've seen all night.

Chop him, trip him, somehow stop him. Don't look at me, just get on top of him.

Great first touch, superb control. Keep it up, you're on a roll.

Stand on his foot, tug on his shirt. Remember I showed you all kinds of dirt.

Wonderful dribble, great turn of speed. That's the soccer that U.S.A. needs.

Get fired up! Be really intense. Hammer that ball out over the fence.

Congratulations, you played a great game. Let's come out next year and do the same.

We won! We won! I'm 11-0. There's not much about soccer that I don't know.

You are more than a coach. You're also a friend and that's why we hate to see this season end.

Coach, it's over. Here is my gear. I'll probably play football or baseball next year.