



ALITHSA ARSENAL

PARENT HANDBOOK

Revised 3/2011

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ALITHSA
PO Box 7664
Algonquin, IL 60102

Welcome to ALITHSA

ALITHSA, the Algonquin / Lake in the Hills Soccer Association currently have members ranging in age from 4 through 18. Our primary goal is to promote soccer and good sportsmanship throughout the Fox Valley area. ALITHSA is a non-profit organization and depends entirely upon its volunteers to operate the organization.

The **ALITHSA ARSENAL** Travel Program is comprised of soccer players from Algonquin, Carpentersville, Dundee, Lake in the Hills, Huntley and Crystal Lake. Our teams compete in the YSSL league for the boys and IWSL league for the girls.

The **ARSENAL** Travel Program provides a more competitive soccer experience for the committed youth of our community. Our primary objective is to develop individual soccer skills for the U8-U18 player as they learn to successfully work together as part of a team. We also hope to instill a passion for the game in the players as well as the parents, coaches and community.

Due to the competitive nature of the Travel Program, tryouts are required.

The **ARSENAL** Travel Program represents the more developed and committed players in the ALITHSA program. Our core group of professional coaching staff will ensure impartiality and deliver quality training to meet the developmental needs of our players. ALITHSA's professional coaching staff boasts an impressive resume. The ALITHSA ARSENAL professional coaches are: USSF/NSCAA Nationally licensed; Head Coaches at Chicago area Universities and JUCO schools; ODP (Olympic Development Program) staff members; and also a strong playing background at the Collegiate and Professional level.

In place of a newsletter ALITHSA will periodically send out information via the ALITHSA email database. The information may include practice or tournament information, travel information, results from tournaments, fundraising information, a letter from the Director and any information pertinent to the program. If you are unable to use e-mail to obtain information, please let your team manager know so they can make other arrangement to send this information.

Club Structure

ALITHSA Board of Directors

The Board of Directors consists of the officers and all appointed chairpersons. Their primary responsibility is to direct and maintain the operation of ALITHSA. The Elected Board of Directors is selected during our annual Board meeting in May.

Board meetings are held on the second Wednesday of each month, 7:30 pm, at the Lake in the Hills Village Hall located on Harvest Gate. All are welcome.

Travel Director

The Travel Director will function as ALITHSA's administrator to the individual travel league(s). The Travel Director is responsible for two-way flow of communication between the Board and the team managers. The duties of the Travel Director include: securing qualified team managers, as defined by the individual travel leagues, facilitating travel program's financial transactions with the Treasurer, coordinating the annual travel team tryouts, distribution of equipment to team managers and ensuring that the game and practice fields are safe and ready for play per IYSA guidelines. Additionally, he is the primary source of information for the team managers and is the first level for resolution of any disputes.

Director of Coaching

The Director of Coaching (DOC) is responsible for establishing developmental guidelines and training priorities for each age level. The DOC also designs and administers the Travel program tryouts. He selects all the trainers and the coaching staff for each team based on the skill level and developmental needs of the team.

Travel Tryouts

The **ALITHSA ARSENAL** Travel Program conducts tryouts annually in early June. At tryouts, independent and certified evaluators along with our Director of Coaching will rate players on a variety of criteria including ball skills, passing, defensive abilities (on & off ball abilities), finishing, speed and physical agility. **The final decision on team composition is made by the Director of Coaching and the independent evaluators.** They will use the tryout ratings as well as the coach's input to fill positions. The goal is to provide each team with the number of players required on the field plus four or five additional players.

- On occasion, a player may be asked to play up one age level. This is done only when a roster cannot be completely filled with comparably rated age appropriate players, and with the parent's permission. Parents may NOT request their child play up a level; it is the Director of Coaching's decision.
- Previous placement in the Travel program does not guarantee future placement. Your child will be graded against all players trying out, both new to the program and returning.
- Acceptance on a team is **1-year commitment** to ARSENAL travel program. A player may leave the program, but the player/parent must be aware that they can not join another travel team without written permission from ALITHSA, and the one year fees are paid in full.
- Participating in the Travel Tryouts is NOT a guarantee of acceptance into the Travel program. Your child will be evaluated by independent coaches and trainers, and then assigned to a team according to ability. Siblings will be placed on the same team only if they qualify for the same team. If your child is not accepted at the travel level, he will still be eligible to play in our Recreational Program.
- Team assignments will be made by the Director of Coaching and the independent tryout evaluators to assure impartiality.
- All decisions and team assignments are final, and may not be appealed by the coordinators, coaches or parents.
- Players are notified within 72 hours, or as indicated at the tryout, as to whether the child has been placed on a team. Players are asked to commit to playing for a full year, which includes the fall and spring outdoor seasons and an indoor winter season. Commitment must occur within 48 hours of notification by registering and submitting payment through our online registration system.

Completing registration

A Team Manager will be assigned to each travel team. The Team manager will require the following items to be submitted to complete team registration with the league. The Team Manager or the Uniform Coordinator may also collect a separate payment for the player's uniform.

- **IYSA Medical Waiver Form:** It is mandatory for the parent(s) or guardian to read and sign this form before any player can practice or play in a game. The form is located at www.alithsa.org.
- **Copy of a Birth Certificate** – only for new players
- **Digital Picture** –a head shot of the player from the shoulders up for players pass.
- **ALITHSA Arsenal Parent/Player Contract Agreement** - This contract agreement clearly states the Conditions of Participation, Membership Dues, and other fee agreements. Parent and player will sign this contract.
- **ALITHSA Soccer Code of Conduct** - This agreement describes in detail the expectations of the athlete while representing ALITHSA Arsenal in practice and competition. The parent and player must sign.
- **Uniform order form** -This form is for ordering uniforms, equipment and optional accessories. A check for all items ordered must accompany this form.

Fees

- o Travel fees consist of Club fees, league fees and training.
- o Club fees cover such things as administrative costs (accountant/audits, meeting room rental - board meetings, referee training, coach meetings etc.), equipment purchases, upkeep and use of fields, IYSA membership, salaries for assistant referees and the Director of Coaching as well as field striping.
- o League fees are set by each league and are paid directly to either the YSSL or IWSL. These fees can vary on a per player basis based on league, age group and roster size. To simplify payment, the Club charges a set league fee.
- o The majority of travel fees will go to the use of licensed trainers for each team. The ALITHSA Arsenal is committed to seeing each of its players reach their potential as individual soccer players as well as successful participants in a team. Trainers will conduct two practices a week and be present at all games barring unforeseen circumstances. The club will always provide a professional trainer.
- o Tournament fees are included for outdoor tournaments during the season.
- o Initial payment is made in June, after accepting a position on the team. Subsequent payments will follow in equal amounts over the fall season. Checks can be mailed directly to PO Box 7664, Algonquin, IL. 60102 or by credit card via the club website. Any Payments 2 weeks late will result in a suspension of the player until fees are paid. Should there be any reason you are unable to pay the balance, call the Director of Travel and arrangements for payments could be arranged.
- o Fundraising events throughout the year are used to assist the costs of the program. All fundraising efforts will benefit the entire travel program. Volunteer support and attendance at the events benefits all travel members.

Leagues

YSSL – Young Sportmen’s Soccer League consists of our boys teams. www.yssl.org

IWSL- Illinois Women Soccer League consists of our girls teams. www.iwsl.com

Scores, standings, field directions and league information are available on the web sites.

Practices and Tournaments

Practices for the fall season will start in August. Practice schedules will be announced prior to the start of each season. Age groups will have different time and location commitments for practice. The practice schedule is generally the same time and on the same day, unless the coach states otherwise or availability of fields becomes an issue. The team practices will consist of the four key elements of soccer: Technical, Tactical, Physical, and Psychological training. ALITHSA Arsenal training philosophy is measured through total player development, and not solely on game results.

The ALITHSA Arsenal travel teams will participate in a fall and spring tournament. The selection of the tournaments will follow the recommendation of the DOC. Additional tournaments may be announced in any given season.

Home and Away Games

Home game will always be at the team’s home field. Team Managers will announce at beginning of each season the home field location. Players will need to report to their home field no later than 30 minutes prior to start of game.

Most Away games are anywhere from 5 minutes to 45 minutes away in the Northern Suburbs with the exception of tournaments. Fields for away games can be found through the league websites or announced by the Team Manager. All players are required to be at the home or the away field no later than 30 minutes prior to game start unless otherwise stated by the coach.

Players

Travel soccer requires a significant commitment from August to mid-June. All travel teams will play an indoor soccer session in the winter, in addition to the fall and spring outdoor seasons. Players should not enter a Travel soccer program without the expectation of attending at least 75% of practices and 90% of games. Travel soccer does not usually interfere with after school activities. Most leagues play games on Saturday or Sunday afternoons. Our Club supports the US Youth Soccer Association's caution against the over-scheduling of youth athletes. **Players are asked to commit to playing for a full year, which includes the fall, winter and spring seasons. Players receive a player pass which the club will hold for 1 year.** The team manager or coach will present the cards to the referee at start of each game. A player will not be able to play without a card and may only play for ALITHSA during this period of time.

- Players are not allowed to play for a recreation team whether it is within ALITHSA or any other club while playing on a travel squad. Violation of this rule will result in the suspension of the player.
- Player will not play, try-out, practice with other travel club without written consent from ALITHSA Arsenal Travel Director and Team Coach.
- Release requests are to be in writing to the Travel Director. All fees for the year need to be paid in full prior to release approval. Releasing player from the club doesn't guarantee that the League will release the player for another club.
- Expectation of player -commitment, good sportsmanship, attendance, and knowledge of the rules.

Playing Time

The team's coach will determine a player's position and playing time. Due to the competitive nature of the Travel Program, equal playing time is not a requirement. Your child will play in every game, but his/her total playing time will be based on ability and growth in the program. Coaches will attempt to give all players adequate playing time during the course of a game. Parents and players need to understand these decisions are very difficult for the coaches. Should you have questions as to your child's role on the team, or the amount of playing time they are receiving, speak to your child's team manager or coach at the appropriate time. Make arrangements with the coach before or after practice. Please never approach a coach on game day. Parents, players and coaches need to remember we are all working together towards common goals and should therefore act accordingly.

Uniforms and Equipment

Each player must be wearing a full uniform in order to play. This includes a matching Jersey, black shorts, shin guards, socks, and soccer cleats. The club uniform kits include: white jersey, red jersey, black shorts, and 2 pairs of socks and is a separate uniform fee. Other equipment that should be purchased by the player includes: soccer ball, shin guards, soccer cleats, water bottle and soccer/sport bag. Club spiritwear items can be purchased separately during announced times throughout the year.

White Jersey/black socks – Away games. Red Jersey/red socks – Home games. Both Jerseys need to be in the player's bag at each game. Home teams are responsible for changing should there be a conflict in jersey color, so it is essential always carry both jerseys.

Questions or Concerns

If question or concern arises about the team you should consult with your Team Manager. If a question or concern pertains the coach, it is recommended you first try and talk to the Team Manager to reach a mutual understanding of your concern. Never try to talk to a coach on game day, instead make arrangements to meet before or after practice. If talking to the Team Manager doesn't resolve the situation, then contact the Travel Director or Director of Coaching. Issues that cannot be resolved in that fashion can be directed to the Club President. All emails can be found at www.alithsa.org. The Team Manager can also assist contacting the club.

Spectators

Positive energy from the sidelines is the best support you can give your child and the other players on the field. Keep the game in perspective and give positive reinforcements.

- Remember to cheer but do **NOT** coach from your sideline.
- Do not talk to the Referees or the Assistant Referees (AR) during the game. You may not like the calls, but you need to refrain from making negative comments.

ALITHSA maintains a **ZERO-TOLERANCE** policy for abusive parents and coaches on the sidelines. Any form of abusive language, gesture or behavior directed towards any player, parent, coach, coordinator or referee is **UNACCEPTABLE BEHAVIOR**, and will be dealt with accordingly. ALITHSA reserves the right to suspend and/or expel any person found to be in violation of the zero-tolerance policy.

Starting with the fall 2004 season, The IYSA, YSSL and IWSL (we are members of all) have implemented the same **ZERO-TOLERANCE** policy that we have always had in ALITHSA. The difference is that if any parent, coach, player, etc. that is found in violation of this policy will be fined **\$200**, and a **\$1000 fine** assessed to the club. Any fines paid by ALITHSA on behalf of any coach or parent will be considered monies due ALITHSA by that individual. The family members of that particular adult will **NOT** be allowed to participate in any ALITHSA activity until the club is reimbursed in full.

Parent Support

There are so many different ways to support the club, team and your child. We are always in need of volunteers, fundraising support, team manager, and activity coordinators.

1. Volunteers

- Spirit wear- volunteer at beginning of each season to help collect and place orders
- Fundraising for travel expenses, such as tournaments, equipment, etc.

2. Team Managers

- Team Manager is needed for each team. The team manager is a volunteer position for the team. They communicate between the parents, club, and coach. They assist the coach at games by bringing the appropriate players passes and rosters. They help set the schedule for the season and keep the team parents updated through e-mail or phone calls when necessary. Team Managers may be required to go to 2 league meetings and to club/travel meetings.

3. Fundraisers

- The travel club as a whole will offer fundraisers to offset the program costs. All fundraising funds must be deposited to the ALITHSA treasurer no later than 1 week after the end of the fundraiser. The fundraising money can be applied to the year's fees or other items as deemed appropriate by the ALITHSA board.

1. Club Sponsored Events: The club will offer various events throughout the year as a fundraiser. Some of the events may include Candlelight Bowling, World Cup Parties and Arsenal Day. Refer to the club website for upcoming events.

2. Sponsorships: Sponsorship is a great way to help keep the travel program affordable. Parents are encouraged to seek sponsorships through their workplace or neighborhood businesses. Different levels of sponsorships are outlined in the sponsorship brochure. Sponsorship brochures are available from your team manager or travel director.

Safety Rules

- Suspend playing/practicing IMMEDIATELY if there is ANY LIGHTNING.
- Shin guards are mandatory (under socks) for games and practices.
- No jewelry may be worn for games or practices.
- Regular eye glasses without other forms of protection are not allowed - you must shield them in some way with goggles or something similar.
- Hoods may not be worn during play - they must be tucked inside the jersey.
- Jerseys must be tucked into shorts.
- If there is an injury on the field, we always err on the side of caution, and play will stop at change of possession while the injury is assessed. We will call an ambulance ANYTIME A HEAD INJURY IS SUSPECTED!
- One parent from the team must stay at every practice if the team manager will not be there.
- No practicing on game fields during the rain or when fields are soaked.
- No hanging on goal post, even though they are anchored in the ground.
- Do not drop players off at field until the coach and team manager arrives.

Summer programming

- Summer training camps will be made available prior to the start of the fall season. This is not mandatory but is recommended to help prepare the players for the fall season. The cost of the program is not included in the yearly fees.

Pre-season Travel Soccer Tune-up Camp

- A pre-season tune-up camp is included as part of the travel fees. This camp is generally a week before the start of the fall season and allows players to be introduced to teammates prior to the beginning of a new season.

Winter programming

- Indoor training is included in the overall fee and will generally take place from December through March at a designated indoor facility.
- Indoor soccer leagues are provided as part of the overall fee. Games are played at local indoor facilities from December through March. Facilities and leagues to be determined by Travel Director.

Refereeing

- Players over the age of 12 are encouraged to become a certified referee. This will expand their knowledge of soccer and enhance their soccer experience.

ALITHSA will reimburse the cost of an initial certification after the completion of 3 games. Recertification will not be reimbursed by ALITHSA. To inquire about certification classes, go to www.iysa.org (referee section) or occasionally ALITHSA will hold group certification classes.

ALITHSA CODE OF CONDUCT

Revised 3/11

All players are expected to conduct themselves in a manner that reflects a positive image and attitude for themselves, ALITHSA Soccer and the sport of soccer.

A. Practices

All practices will be structured to give the athlete an opportunity to experience many types of game situations. Practice should be approached with the same mental attitude as the game. This is a critical time for all players, as they will learn many techniques and skills needed to become successful.

1. Absences: Practices are mandatory. **Do not expect much playing time if you miss practice.** You must notify your team manager prior to practice if you are unable to attend.
Excused absences include sickness, school sports conflicts, and any unusual circumstance at the coaches discretion.
2. Tardiness / Leaving Early:
Practices will begin on time. Arrive 10 minutes prior to your scheduled start time.
3. Players will have the proper practice attire and equipment at all times. (shin guards, ball)
4. Players will never undermine coaches or fellow teammates. (Grounds for dismissal.)
5. Players will honor the game by playing to win, playing fair, by encouraging all teammates, respecting opponents and officials.
6. Players will not play for any other club or play in the recreation division.

B. Games:

1. Players will be responsible to know time and location of games. If there is a transportation problem notify your Team Manager.
2. Players must always carry their full uniform (both color jerseys), ball and water.
3. Players will arrive at playing sites a minimum of 30 minutes prior to the scheduled time.
4. All rules of any competition or practice site will be obeyed. **NO TRASH TALKING!**
Honor the game.
5. Players are not guaranteed playing time. Players skill, dependability, work ethic and attitude will determine their playing time.
6. No parent may address a coach regarding playing decisions, line-ups, etc. until 24 hours after the game.

C. General Rules:

1. Abusive or vulgar language and arguments will not be tolerated.
2. If a player or parent is found to be guilty of zero tolerance rule, a one year suspension will follow.
3. Players experiencing problems with another player, coach or team, can make an appointment to meet with their team manager or the Travel Director.
4. Parents with a grievance should schedule a meeting with the coach & team manager. Never schedule on game day. If you are not satisfied with the results please make arrangements to speak to the Travel Director and Director of Coaching. If applicable please allow a 48 Hr. "Cooling Off" period.

D. IYSA

By signing below I acknowledge having read the "ALITHSA CODE OF CONDUCT" and understand all that is stated therein. I agree to follow the by-laws of the code.

Participant (Player)

Date

Parent / Legal Guardian

**ALITHSA Arsenal Soccer
Parent/Player Handbook**

SIGNATURE PAGE



By signing this form, I do affirm that I have read the Parent/Player Handbook in its entirety and understand all the rules governing participation in the ALITHSA Arsenal Travel Soccer program. **I also understand that my child is committed to playing for a full year for the ALITHSA Arsenal, which includes the fall, winter and spring seasons. Players receive a player pass that the club will hold for 1 year. Release requests are to be made in writing to the Travel Director. All fees for the year need to be paid in full prior to releases approval. Releasing player from the club doesn't guarantee that the League will release the player for another club.** This form must be turned in to the team manager by the first practice.

U-_____ Team Manager_____

Player's Name (Print):_____

Player's Signature:_____

Parent Name (Print):_____

Parent Signature:_____

Date:_____

Completed form to be returned to the team manager