



*Northwest Sound*  
Youth Soccer  
Association

**OPERATING PROCEDURES**

Approved: May 04 2015

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**TABLE OF CONTENTS**

<b>QUICK REFERENCE FOR FIELD SIZE, ROSTER SIZE &amp; MATCH LENGTHS</b>	<b>1</b>
<b>I. GENERAL RULES</b>	<b>2</b>
<b>ARTICLE 1. GOVERNING OF LEAGUES</b>	<b>2</b>
<b>ARTICLE 2. SEASON</b>	<b>2</b>
<b>ARTICLE 3. DISTRIBUTION/CHANGES TO OPERATING PROCEDURES</b>	<b>2</b>
<b>II. PLAYERS/TEAMS/LEAGUES</b>	<b>2</b>
<b>ARTICLE 4. Registration</b>	<b>2</b>
<b>ARTICLE 5. PLAYER MOVEMENT</b>	<b>6</b>
<b>ARTICLE 6. TEAM REGISTRATION</b>	<b>7</b>
<b>ARTICLE 7. PARTICIPATION IN SENIOR OR PROFESSIONAL LEAGUES</b>	<b>8</b>
<b>III. RULES OF COMPETITION</b>	<b>8</b>
<b>ARTICLE 8. RULES OF COMPETITION/SCHEDULING</b>	<b>8</b>
<b>ARTICLE 9. PLAQUES/MEDALS</b>	<b>13</b>
<b>IV. MATCH PROCEEDINGS</b>	<b>13</b>
<b>ARTICLE 10. REFEREE AND FIELDS</b>	<b>13</b>
<b>ARTICLE 11. RULES OF PLAY/GAME CONDUCT</b>	<b>14</b>
<b>ARTICLE 12. GAME CONDUCT</b>	<b>15</b>
<b>V. DISCIPLINARY PROCEEDINGS</b>	<b>18</b>
<b>ARTICLE 13. AUTHORITY</b>	<b>18</b>
<b>ARTICLE 14. GAME PROTESTS</b>	<b>26</b>
<b>VI. ADMINISTRATION</b>	<b>28</b>
<b>ARTICLE 15. STANDING COMMITTEES</b>	<b>28</b>
<b>ARTICLE 16. RISK MANAGEMENT PROCEDURES</b>	<b>29</b>
<b>ARTICLE 17. AD HOC COMMITTEES</b>	<b>30</b>
<b>VII. APPENDIXES</b>	<b>31</b>
<b>APPENDIX A. NSYSA SPORTSMANSHIP AWARD</b>	<b>31</b>
<b>APPENDIX B: NSYSA ASSOCIATION PLAYER PASS PROCEDURE</b>	<b>32</b>
<b>APPENDIX C: REQUEST OF HEARING FOR DISCIPLINARY</b>	<b>35</b>
<b>APPENDIX D: REQUEST FOR A HEARING IN PROTEST</b>	<b>37</b>

NSYSA Operating Procedures

**QUICK REFERENCE FOR FIELD SIZE, ROSTER SIZE & MATCH LENGTHS**

I.

AGE	FIELD SIZE	GOAL SIZE	BALL SIZE	ROSTER SIZE (Minimum)	ROSTER SIZE (Maximum)	ROSTER SIZE (Suggested)	FIELD PLAYERS (Maximum)	Minimum PLAYERS (On Field)	GAME LENGTH
U19		8' X 24'	#5	11	22	18	11	7	2 X 45 Min Halves
U18		8' X 24'	#5	11	22	18	11	7	2 X 45 Min Halves
U17		8' X 24'	#5	11	22	18	11	7	2 X 45 Min Halves
U16		8' X 24'	#5	11	22	18	11	7	2 x 40 Min Halves
U15		8' X 24'	#5	11	18	18	11	7	2 x 40 Min Halves
U14		8' X 24'	#5	11	18	16	11	7	2 X 35 Min Halves
U13		8' X 24'	#5	11	18	16	11	7	2 X 35 Min Halves
U12		8' X 24'	#4	11	18	16	11	7	2 X 30 Min Halves
U11		6' x 18' 8' x 24'	#4	9	14	12	9	7	2 X 30 Min Halves

**TABLE 1**

Approved: 04 MAY 2015

## I. GENERAL RULES

### ARTICLE 1. GOVERNING OF LEAGUES

The organization of leagues and competition for **Northwest Sound Youth Soccer Association (NSYSA)** sponsored Leagues shall be governed by the Operating Procedures set forth herein, unless rules of a specific competition determine otherwise.

### ARTICLE 2. SEASON

#### Section A. Seasonal Year

1. The seasonal year of NSYSA shall be defined by Washington Youth Soccer (WYS).

#### Section B. Playing Season/s

- I. Fall League season to be established per WYS guidelines. Other League seasons to be determined by the NSYSA Board.

### ARTICLE 3. DISTRIBUTION/CHANGES TO OPERATING PROCEDURES

#### Section A. Approving Changes

1. The NSYSA Operating Procedures shall be reviewed each quarter for possible changes or updates in accordance with the NSYSA Bylaws.

#### Section B. Changes Effective

1. No change to these Operating Procedures shall be made retroactive.
2. Changes are effective immediately, unless otherwise noted on the revision.

#### Section C. Publishing/Distribution of Changes

1. The Secretary shall prepare the corrected/updated version of the Operating Procedures and submit them to the NSYSA Web Site Administrator who will publish the corrected/updated version on the NSYSA Web Site ([www.nsysasoccer.org](http://www.nsysasoccer.org)) within thirty (30) days of Board approval.
2. Copies of Operating Procedures shall be made available via the NSYSA Web Site ([www.nsysasoccer.org](http://www.nsysasoccer.org)) to each Club participating in NSYSA play and the applicable Referees by their Association. The latest version will be posted at least two weeks prior to the first scheduled match of the season.
3. Each Club shall be responsible for distributing current NSYSA Operating Procedures to each coach and Club Officer prior to the first match of each season or within thirty days of approved changes.

## II. PLAYERS/TEAMS/LEAGUES

### ARTICLE 4. REGISTRATION

#### Section A. Definitions

1. Youth Players
  - a. The term "Youth" as applied to the NSYSA shall mean an amateur player who has not attained his or her 19th birthday before the first day

of August of the seasonal year in which he or she applies for registration.

2. Youth Teams
  - a. Recreation  
The practice of using tryouts, invitations, recruiting, or any like process to roster players selectively to any team on the basis of talent or ability **is strictly prohibited**, as defined by WYS.
  - b. Competitive (Select)  
The practice of using tryouts, invitations, recruiting, or any like process to roster players selectively to any team on the basis of talent or ability **is permitted**, as defined by WYS..

**Section B. Player Age Classification for Team Formation**

1. All member Clubs shall form teams of equal age groupings as follows for all competitions unless otherwise approved by the Board of Directors. Age groupings on teams shall be comprised of players who, on the first day of August of the current seasonal year are:
  - Under 19 years of age
  - Under 18 years of age
  - Under 17 years of age
  - Under 16 years of age
  - Under 15 years of age
  - Under 14 years of age
  - Under 13 years of age
  - Under 12 years of age
  - Under 11 years of age
2. Prior to the beginning of the playing season (Fall, Spring, etc.), the Board shall determine the age groups for competition during that playing season.

**Section C. Club Registrars**

1. All member Clubs shall have a Club Registrar, who shall be responsible for the proper registration of players for their Club. Registration will include obtaining proof of age and assignment to teams. All Club Registrars will follow WYS and NSYSA regulations and guidelines in the registration process.

**Section D. Player Registration**

1. All players must register annually through member Clubs in accordance with WYS, NSYSA and applicable Association Rules and Guidelines to participate in all activities of NSYSA.
2. No team may allow unregistered players to practice with a team, nor may any coach, Club, or Association official place a player in a reserve status.

**Section E. Registration Procedures**

1. Each Club Registrar shall submit properly completed team registration using the WYS Data Formatting conventions as published by WYS to the NSYSA Registrar by the published NSYSA Registration timeline. The timeline is developed to aid the NSYSA Registrar in meeting specific player & team registration deadlines of WYS and Association as specified by WYS.
2. Failure by a member club to properly register all its teams by the specified deadlines in the NSYSA Registrar Handbook may result in forfeiture of all games played by unregistered teams and a \$250 fine to the club at the discretion of the board.
3. Any Club having a team fold after the NSYSA Scheduling Meeting, which causes a rescheduling of play for the applicable group/division, will be subject to a \$150.00 rescheduling fine at the discretion of the NSYSA Board.

**Section F. Over-age/Ineligible Players**

1. Any team playing a player who is over-age, as classified in ARTICLE 4, Section B, or otherwise ineligible to play, as a result of improper or late registration, disciplinary action, or other suspension, shall forfeit the game(s) in which such a player takes part.
2. Any coach, Club or Association Officer who knowingly allows an ineligible or over-age player to participate in any League, Cup or Tournament match without prior approval of the NSYSA Board, shall be subject to disciplinary action, as defined by ARTICLE 13.
3. Waivers for over-age players shall be accepted only upon approval of the NSYSA Board as outlined in ARTICLE 4 Section H.

**Section G. Falsification of Records**

1. Willful falsification of records, by any person, shall be grounds for suspension from future participation in NSYSA sponsored Leagues.

**Section H. NSYSA Waiver Requests**

1. Waiver requests shall be submitted as follows:
  - a. Requests shall be originated by the player's parent/s and submitted to the applicable Club for its review.
  - b. The Club Board shall rule on the request. If the Club approves the request, it shall then forward the original request along with the Club Board's written recommendation to the NSYSA Board for review.
2. Any coach of or Club Officer who knowingly allows a player requiring a waiver to be registered without prior approval of the NSYSA Board, shall be subject to disciplinary action, as defined by ARTICLE 13.
3. Any waiver approved by the NSYSA Board will only be in effect for that specific playing season. A new waiver must be submitted and approved for any subsequent season

4. If a waiver is granted for a team to be allowed to play in a younger age division for league play, the team must play all post season games and tournaments at the oldest player's age division.

**Section I. Recreational or Competitive Team Formation**

**1. Recreational Teams**

- a. All recreational teams will be formed by Club Registrar assignment of players as per club policy.
- b. Recreational teams will play for NSYSA in NSYSA Recreational leagues.
- c. Clubs outside the NSYSA geographical boundaries requesting participation in the NSYSA Recreational League will abide by the rules set forth within this document. Registrars outside of the NSYSA must provide a WYS team roster to NSYSA Administrator prior to September 1.
- d. All Clubs participating in the NSYSA league must also provide any updated WYS rosters to NSYSA registrar prior to Oct. 31.

**2. Competitive (Select) Teams**

- a. Each club may form a baseline number of teams (competitive or select) per gender and age division starting at the U -11.

Age Group	Maximum allowed per gender and age division
U10	<input type="checkbox"/> 4 six-a-side teams (more with association approval) <input type="checkbox"/> Also, Clubs may offer a separate Academy training program with no formal teams, not competing/overlapping with association rec programs
U11	3
U12	3
U113 and Above	2

- b. All teams formed through a tryout process must play in Association Competitive leagues or higher.
- c. Competitive teams may be formed by a tryout process of one or a combination of clubs within NSYSA.
- d. Each club's competitive team policy will dictate tryouts for the formation of competitive/select teams.
- e. The competitive team will not be allowed to return to recreational leagues once it has been formed through a tryout process. Players



from the team may return but are to be divided equally between the available age appropriate or older teams with no more than 6 select players from any team being placed on the same club recreational team by the Club Registrar.

**ARTICLE 5. PLAYER MOVEMENT**

**Section A. Player Assigned to a Team Roster**

1. Each member Club shall have the authority to assign youth players according to its own Bylaws and operating procedures provided they do not violate those of higher authority (NSYSA, WYS).
2. Each Club will develop and publish its approved player placement policy. The policy shall include the following: registration dates, criteria for player placement on teams, maximum number of requests the registrar or registration team must try to honor, request criteria that will be considered (siblings, day care, transportation, etc.), how requests are honored (registration date, friend, etc.). The Club policy is due to the NSYSA Registrar prior to March 31<sup>st</sup> of each year prior to Fall League registration.

**Section B. Player Release/Transfer Procedures**

1. Release and transfer of a player rostered on a team (competitive or recreational) to any other team shall be in accordance with WYS and applicable Association procedures.
2. Transfers shall be allowed up to the NSYSA Registrar's deadline of October 15<sup>th</sup>. Any player rostered on a disbanded team may be transferred up to the NSYSA deadline upon request of the player involved. Transfer of the said player shall be initiated by the Club Registrar of the receiving team.
3. A player may be transferred to another team in a different division or league (i.e., blue to green, Select to Rec, etc.) in accordance with his/her Club policy and the transfer rules of WYS, NSYSA and the appropriate league.
4. Any transfers for post-season play shall be in accordance with the tournament rules and WYS procedures. All transfers for league play must be submitted to the Club Registrar a minimum of seventy-two (72) hours before a scheduled match. The transfer is not considered in effect until the proper form is signed by the NSYSA Registrar.
5. The Association Player Pass, Appendix C, is a tool that allows player movement from Rec to Select Club and Select Club to Regional Club and players to Player Pass to RCL.

**Section C. Deleting Players from a Roster**

1. Players may be deleted from a team after the registration is submitted to WYS, in accordance with WYS Regulations.

**ARTICLE 6. TEAM REGISTRATION**

**Section A. Team Affiliations**

1. All teams must affiliate with the Club in which its players are registered.
2. If a Club lacks a team for a player(s), it may release the player(s) to another club. Clubs may combine players for the purpose of putting a team into competition, if they lack sufficient players to register a team.
3. Select teams from one club may have players from other clubs who tryout and participate on said teams.

**Section B. Number of Players**

1. No team shall have more than the following maximum number of players registered to it.
  - a. U11 soccer teams may have a maximum number of 14 players.
  - b. U12 – U15 soccer teams may have a maximum number of 18 players.
  - c. U16 & Above soccer teams may have a maximum number of 22 players on the roster but no more than 18 may suit up and be presented to the referee at the time of the match.
2. No team shall have less than the following minimum number of players registered to it.
  - a. U11 soccer teams shall have a minimum number of 9 players.
  - b. U12 & Above soccer teams shall have a minimum number of 11 players.
3. Any change to the original roster as submitted to the NSYSA Registrar, may be made only by the Club Registrar, in accordance with WYS and NSYSA procedures.
4. No team shall allow unregistered players to practice with a team, nor shall any coach or Club official place a player in a reserve status.
5. Any team U11 with less than 14 players or any team U12 or above with less than 16 players, playing in Association Recreational level competition, which refuses to accept any additional players offered to it by the Club Registrar, shall have its roster frozen for the balance of the seasonal year. If a coach accepts a additional player, the club registrar may then add players to the team until it reaches the maximum of 18.
6. A team shall be considered defunct if it fails to maintain the minimum number of players during the competitive season, or if responsible Club or NSYSA officers determine the team has disbanded.

**Section C. Player Poaching**

1. Any team, during the season of play, whether through its coach, assistant coach, manager, Club officer, representative, parents, or players, attempting to induce a registered player under the jurisdiction of this Association to transfer from his/her rostered team shall be deemed to have committed a poaching offense Per WYS guidelines, this action shall be subject to action by the NSYSA Board.

2. Scouting of players during the season for the purpose of offering invitations to future tryouts for subsequent seasons is not a poaching offense.

**Section D. Player Fees**

1. Player Fees per individual player
  - a. Recreational Player Under - 10 and younger \$5.50
  - b. Recreational Player Under - 11 and older \$11.00
  - c. Select and Regional players (all ages) \$13.20

**ARTICLE 7. PARTICIPATION IN SENIOR OR PROFESSIONAL LEAGUES**

**Section A. Youth Eligibility**

1. A youth player will be permitted to play an unlimited number of senior amateur games without losing his/her eligibility, provided permission is sought and granted, in accordance with WYS procedures.
2. Any youth player playing in senior league without permission shall lose their youth eligibility for the remainder of the seasonal year.
3. Youth games shall take precedence over senior games.

**Section B. Revocation of Eligibility**

1. Any player signing a professional contract or playing with a professional team shall lose all privileges of youth amateur status.
2. Permission maybe granted to play in tryouts, benefit or exhibition matches with professionals. WYS procedures must be followed.

**III. RULES OF COMPETITION**

**ARTICLE 8. RULES OF COMPETITION/SCHEDULING**

**Section A. Governing/Pertaining To**

1. All teams participating in leagues governed by NSYSA shall be subject to these rules.
2. The NSYSA Scheduler (NSYSA Scheduler) will perform all league scheduling functions under the direction of the VP of Competition in accordance with the NSYSA rules and regulations.

**Section B. Playing of Scheduled Matches/Tournaments**

1. All league matches must be played on the day at the time scheduled by the NSYSA Scheduler under the direction of the NSYSA VP of Competition.
  - a. Requests for rescheduling of any match must be submitted in writing and signed by the home club's President or VP of Competition supporting and requesting the reschedule to the NSYSA VP of Competition a minimum of fourteen (14) days before the regularly scheduled match time, except in the case of an emergency as approved by the NSYSA VP of Competition who will notify the NSYSA

## NSYSA Operating Procedures

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Scheduler.

- b. Failure of a team to appear for or have a sufficient number of players to legally start a regularly scheduled match will result in the following:
  1. Forfeiture of the match, as a result of a team failing to appear or having an insufficient number of players (see Table #1 for numbers for each age group).
  2. During league play the home club of any team having a forfeited game, as determined by the NSYSA VP of Competition and the NSYSA Scheduler; will be assessed a \$100.00 fine for the first occurrence. A second forfeiture may constitute a withdrawal from the league and the team's home club will be fined an additional \$200.00.
  3. Should both teams fail to appear or have an insufficient number of players to start and/or fail to have a RMA certified coaching staff member available; both teams will be:
    - a). Considered to have the game not played within the league standings.
    - b). Fined according to ARTICLE 8 Section B.1.b.2 above.
2. The NSYSA Scheduler may notify a team that their match will not be played as scheduled and therefore, they will not need to show up for that match. This is the only acceptable reason for a team to be granted prior permission not to show for a scheduled match.
3. If a reschedule is approved by the NSYSA VP of Competition, the match shall be rescheduled by the NSYSA Scheduler. It shall be the NSYSA Scheduler's responsibility for contacting the applicable Referee Assignor. Marking of the field and any other business necessary for the completion of the rescheduled match shall be the responsibility of the home team Club.
  - a. Rescheduling of games should be limited and be used only when no other choices can be found. It is preferred that all rescheduled games are submitted within a 14 day window of game day.
  - b. Reschedules for the purpose of accommodating coaches with multiple teams shall be mitigated by the Club. Alternate resources should be used by the Club to eliminate the need of reschedule.
  - c. Repetitive reschedule of a team shall result in the assessment of a \$25.00 fine should one or more of the conditions below are met:
    1. Reschedules for other than 'Acts of Nature,' Field Closure, or circumstances beyond the control of a team.
    2. Request for schedule change within 72 hours of game day.
    3. The third such request by a team for schedule change.
4. No team may participate in any tournament during the NSYSA scheduled season without the permission of the NSYSA Board. League matches have priority over tournament matches, with the exception of the Canadian Exchange and NSYSA approved tournaments.

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- a. All teams desiring to play a NSYSA approved tournament must submit their intent in writing no later than the scheduling meeting.
  - b. Teams participating in the NSYSA Recreational league and approved (see a. above) as participating in the Wenatchee tournament will have the following restriction applied:
    1. Games will not be rescheduled.
    2. Teams identified as participating in the Wenatchee tournament will be paired when there is an opportunity, to play against each other and the regular game will be listed as a non-played game. If teams are not to be matched, the non-participating team will be notified of the forfeiture and having a break in their schedule that weekend.
  - c. Any coach, or Club President that does not meet this requirement will be required to appear before a NSYSA Hearing Committee appointed by the NSYSA Board.
5. When league matches are suspended due to one or both team's participation in the Canadian Exchange or any NSYSA approved tournament, it will be the responsibility of the NSYSA Scheduler to notify the affected teams through their Club's VP of Competition.
  6. No team may participate in any tournaments not sanctioned by NSYSA, WYS, or USYSA.

**Section C. League Format/Formation**

1. The following format for scheduled games shall be used by the NSYSA Scheduler under the direction of the NSYSA VP of Competition. The desired minimum number of scheduled league games for any team in the fall season shall be ten (10) for Recreational and fall Small-Sided games.
2. The desired minimum number of scheduled league games for any other league season shall be determined by the NSYSA Board.
3. Recreational Leagues will be formed with a desired minimum of 6 teams per division.
4. Complete game schedules shall be compiled and distributed by the NSYSA Scheduler via the NSYSA Website.
5. The NSYSA Scheduler under the direction of the NSYSA VP of Competition may, at his/her own discretion, schedule some fall season Recreational League matches to be played on weekdays or on both a Saturday and Sunday on a weekend to ensure recreational seasonal play is concluded prior to commencement of the WYS Recreational Cup Quarter Final and Semi Final games.

**Section D. Scheduling Fees**

1. Scheduling fees shall be applied for the following seasons and tournament play
  - a. Fall League
    - i. Recreational Player Under - 10 and younger      \$36.00
    - ii. Recreational Player Under - 11 and older      \$100.00

- iii. Select and Regional players (all ages) \$175.00
- b. Spring League
  - i. Select and Regional players (all ages) \$30.00 (per game)
  - ii. State Cup Tournaments \$30.00 (per game)

**Section E. Point System to Track Season Results**

1. A point value will be assigned for wins, ties, and losses in the WYS NSYSA Fall Recreational/Competitive Season only. A win will count three (3) points, a tie one (1) point, and a loss zero (0) points. The spring league will be purely recreational with no standings being kept.
2. The division champion will be decided by the number of points accrued during the season as outlined in Section E.1.above.
3. Ties will be resolved as follows:
  - a. First, head to head competition results will be used as a tiebreaker.
  - b. Fewest goals against.
  - c. Best goal differential: All league games.
  - d. Should a tie still exist, teams will share the placement and the next level of award will not be awarded (example: Tied for first – both are co-champions and a second place is not awarded.)
4. The spring league will be purely recreational with no standings being kept.

**Section F. Providing Season Schedule to KPSRA and NSYSA Clubs**

1. The NSYSA Scheduler under the direction of the NSYSA VP of Competition will be responsible for providing the league schedule to the KPSRA Assignor and each Club via the NSYSA Website.

**Section G. Responsibility of Marking/Setting up Fields**

1. It shall be the responsibility of each home team to provide for the proper marking of the fields.
2. It is mandatory that all fields have goals. (The Referee may abandon the match prior to its start at his/her discretion for lack of nets).
3. Where possible, a “Spectator Line” shall be included. This line is to be two (2) yards from the touch line and run the length of the touchline - from the top of one penalty box (18 Yard point) to the top of the other Penalty Box (18 Yard Point).

**Section H. Reporting of Match Results**

Match results are to be input by a member of each team’s staff (coach, assistant coach, manager) no later than 10:00 p.m. on Sunday evening via the NSYSA website, [www.nsysasoccer.org](http://www.nsysasoccer.org) as specified under **Coach: FAQ – How to Submit Match Reports.**

**Section I. Team Standings/NSYSA Sportsmanship Standings**

1. No Standings will be kept for the spring league.
2. Current Team **standings** and Tom Higby Sportsmanship standings will be

made available after the first week's matches are reported on the NSYSA website, [www.nsysasoccer.org](http://www.nsysasoccer.org).

**Section J. ABANDONED Matches**

1. All ABANDONED matches will be replayed in their entirety, forfeited or score at abandonment let stand as determined by the NSYSA Board unless specified otherwise in these rules and regulations. All replays will be scheduled by the NSYSA Scheduler.
2. If a match is abandoned due to the misconduct of one of the teams or a member of one of the teams, that team shall not profit by the abandonment.
3. If both teams have been notified of a scheduled match and one team fails to show, following a fifteen (15) minute grace period, the game will be forfeited to the showing team, with a score of 1-0, subject to review by the Board. The referee shall count the number of players present and abandon the game. Penalties/fines shall be assigned as specified in ARTICLE 8 Section B.1.b.2.
4. If both teams have been notified of a scheduled match and both fail to show, within fifteen (15) minutes of the scheduled match time, the referee shall abandon the match and notify the VP of Competition and NSYSA Scheduler. Penalties/fines shall be assigned as specified in ARTICLE 8 Section B.1.b.2.

**Section K. Miscellaneous**

1. Players wearing prosthetic or orthopedic devices must have written WYS permission to play in such devices before being allowed to compete.
2. No alcoholic beverages shall be permitted at any scheduled match or team practice.
3. Dogs/Pets of any kind shall not be permitted at NSYSA matches.
4. Services animals will be allowed, but must have correct documentation present for review/verification.
5. Saturday games will not begin before 9:00 A.M. and Sunday games will not begin before 10 A.M. unless requested by both club teams involved. All games will end no later than 10:00 P.M. Exceptions may be granted by the NSYSA Board.

**Section L. Pre-Game and Post-Game Procedures**

1. NSYSA Game Roster Sheets will be available on the NSYSA website, [www.nsysasoccer.org](http://www.nsysasoccer.org) Coaches or managers may print the pdf document by accessing the website and select the icon adjacent to the game schedule of the team for that day. The ability to print pre-completed rosters is available for each week the team is scheduled to play.
2. Pre-Game Procedures  
Prior to the start of each game the coach is to present to the referee three (3) copies of the NSYSA Game Roster Sheet. The Game Sheet is to

include the Coach/staff name, players' names and jersey numbers as well as the basic game information.

3. **Post-Game Procedures**

At the conclusion of the game, the coach is to acquire from the referee a copy of their team and the opponents Game Roster Sheet. These sheets will be used to report the game results on the NSYSA website, [www.nsysasoccer.org](http://www.nsysasoccer.org), before 10:00 P.M. on Sunday evening.

**ARTICLE 9. PLAQUES/MEDALS (U11 & Above Only)**

1. NSYSA will provide plaques/medals for First and Second Place teams in all divisions U11 & Above age brackets. A plaque/medal will be given to each team should two or more teams in a division remain tied for First Place at the end of the season as outlined in ARTICLE 8, Section E.
2. The **Tom Higby Sportsmanship Award** was instituted to encourage the highest level of sportsmanship within the Leagues operated by NSYSA at the Recreational level.
  - a. Additional information may be viewed on the NSYSA website, [www.nsysasoccer.org](http://www.nsysasoccer.org), FAQ page → **Tom Higby Sportsmanship Award**.

**IV. MATCH PROCEEDINGS**

**ARTICLE 10. REFEREE AND FIELDS**

**Section A. Governing/Pertaining to**

1. All teams participating in NSYSA governed leagues shall be subject to these rules.

**Section B. Abandoning a Match**

1. To declare a field unplayable due to adverse weather/field conditions at the time of the scheduled match, will be the prerogative of the Referee or the agreed upon official. They will then notify the VP of Competition and NSYSA Scheduler via phone/e-mail within 24 hours of the scheduled match.
2. If the Referee or the agreed upon official abandons a match due to disciplinary actions and/or the number of eligible players on a team drops below the minimums allowed, they will notify the VP of Competition and the NSYSA Scheduler via phone/e-mail within 24 hours of the scheduled match.

**Section C. No Assigned Referee Present**

1. Failure of a scheduled referee to show up will not be the cause for canceling the match, after a fifteen (15) minute grace period.
2. A substitute official should be chosen upon the agreement by both coaches, and his/her decision shall be final. In any case, both teams should check the 'no referee' box when they report the score on the NSYSA home page. It is recommended that each team have at least one



licensed referee affiliated with it.

3. In the event a Referee cannot be chosen to the agreement of both coaches, the coaches themselves shall referee, each coach will referee one half of the match, the toss of a coin will decide who referees which half.

**Section D. Problem with an Official/Referee**

1. In the case of a non-licensed official, in addition to reporting the problem in your match report, a detailed report shall be written and submitted through your club and association to the NSYSA VP of Competition. The Board shall have the right to suspend or bar from officiating in matches under its jurisdiction, any individual who, by word or action, displays an attitude detrimental to the Associations purposes and principles, or who willfully violates the Constitution, Bylaws, or Operating Procedures of this Association and WYS.
2. In the case of a licensed official, in addition to reporting the problem in your match report, a detailed report shall be written and submitted through your club and association to the President of the appropriate Referee Association via the NSYSA VP of Competition.

**Section E. Suitability of Field**

1. Upon his/her arrival at the field, the Referee shall inspect the marking of same to determine suitability for play.
2. If the Referee finds that the field is not adequately marked for play, or does not have goals with nets or is hazardous, he/she may abandon the match, and report the circumstances to the V.P of Competition within 24 hours of the scheduled match.
3. The Referee, if compensated, shall receive compensation for the abandoned match, and the responsible Club shall be assessed an additional fee for the rescheduled match, if played.
4. Referees may, at any time, be called upon by the proper authority to explain the circumstances applicable to abandoning a match due to field conditions.

**ARTICLE 11. RULES OF PLAY/GAME CONDUCT**

**Section A. Exceptions to F.I.F.A. Law (General)**

1. All matches under the jurisdiction of this Association shall be conducted under the rules of F.I.F.A authorized by the International Football Association Board, and modified by USYSA, WYS, and NSYSA as specified.
2. For U11 & Above, all matches shall not continue with fewer than seven (7) per team participating in the match.
3. The duration of matches, ball size, ball weight, ball dimensions, and overtime periods for each age group shall be as depicted in Table #1.
4. In all matches with a goalkeeper, no player shall make intentional physical

contact with the goalkeeper WITHIN THE GOAL AREA, harass the goalkeeper, or attempt to play the ball once the goalkeeper has control of the ball in any manner and to any degree whatsoever.

***NOTE: Also included in "having control of the ball" is, if any part of the goalkeeper is in contact with the ball while on the ground it is considered control.***

5. During the match, any player that has any exposed bleeding shall immediately be removed from the playing field (substitution is allowed) and cannot reenter the game until the bleeding is stopped and the blood cleaned off of the player.
6. Zero Tolerance Regarding verbal/physical abuse and /or assault. Refer to WYS Judicial Process.

## **ARTICLE 12. GAME CONDUCT**

### **Section A. Coaching/Coaches**

1. Coaching from the sidelines, giving directions to one's own team on points of strategy and positioning, is permitted in all NSYSA play providing the Coaching is:
  - a. Done from at least two (2) yards behind the touchlines, between the penalty boxes. Coaching may not be accomplished from both touchlines.
  - b. By not more than two (2) persons, one (1) identifying himself/herself as "Coach", and one (1) as an assistant prior to the commencement of the match.
  - c. No mechanical or electronic device may be used.
  - d. The tone of voice should be informative.
2. Both teams shall be located on the same side of the field with teams on opposite sides of the midfield line. Opposing coaches will not enter into the opponents half of the field
  - a. A coach's failure to comply upon request of the Referee may result in his/her ejection.
  - b. All coaching must be done from one side of the field. The coach must confine themselves to their own half of the field at all times. No team may have coaches on both touchlines.
3. Team Coaches/Assistants should assist in ensuring that anyone ejected or asked to leave from a match immediately leave the playing field area. Failure to leave the area may, at the discretion of the Referee become just cause for the abandonment of the match.
4. A coach will be subject to ejection by the Referee without any warning by the Referee.
  - a. A named assistant coach, with RMA certification and listed on the official roster for that team, may then be permitted to continue coaching the team and assume all duties and responsibilities of the coach should the coach be ejected.

## NSYSA Operating Procedures

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- b. If a coach has been ejected, for any reason, the coach will be ineligible to coach until the ejection has been reviewed by the NSYSA Disciplinary Committee. If suspended he/she may not be present on the field or sidelines with the team prior to or during the matches or practices.
5. Any coach who removes his/her team from the field prior to the completion of a match, must appear before a NSYSA Hearing Committee appointed by the NSYSA VP of Administration to explain his/her actions prior to his/her next scheduled match.
6. Coaches must be RMA qualified and eighteen (18) years of age or older, unless written approval of their club's Board is obtained. An adult must be present at each match/practice or team event if the coach is under eighteen. The adult must occupy a place on the sidelines with the players, and shall be responsible for that team before, during, and after the match/practice. No team will be allowed to take the field unless this requirement is met.
7. Coaches shall be responsible for their assistants, players, substitutes, and spectators.
  - a. Whenever conditions warrant, according to game officials (Referee and/or Assistant Referee), coaches, substitutes, players and spectators may be asked to move back further than the minimum 2 yards from the touch line to enable an Assistant Referee (AR) to perform their function unhindered and in a safe manner. Such a request is to be honored immediately and without question
  - b. For U11 and above this rule is mandatory. Players and RMA cleared coaches on one side of the field all parents and spectators on the opposite side of the field. For U10 and Below it is recommended.
8. Upon request the coach shall be required to give his/her name, the name of any assistant, player, substitute, or spectator to the Referee.
9. Prior to the game, each coach shall print the game roster in triplicate (3 ea.) from the NSYSA website and present the roster to the referee. The NSYSA Game Roster Sheet must show the following:
  - a. The name of the coach.
  - b. The name of the team.
  - c. The date.
  - d. The game ID number.
  - e. The level/division of the team.
  - f. The name and jersey number of each player.
10. At the completion of each game, the referee will give each coach a completed and signed copy of their opponent's NSYSA Game Roster Sheet.
11. Game schedules and field locations must be verified by coach 72 hours prior to start of match.

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Approved: 04 MAY 2015

**Section B. Substitutions/Playing Time**

1. The number of substitutions within a match shall be unlimited and be made with the consent of the referee during any stoppage.
2. In any case, a substitute may not enter the field of play until he/she has been given a signal to do so by the Referee.
3. Substitutes shall enter and exit at the half line.
4. Players not on the field of play must remain in an area along one touchline, at least two yards from the touchline and between the penalty areas.
5. All players of a recreational team participating in NSYSA League competition, which are in attendance, in uniform, physically fit and eligible are required to play in the match, or the match will be declared a forfeit.

**Section C. Uniforms/Player Equipment**

1. All uniforms shall have a six (6) inch minimum size number on the back of the jersey. Numbers shall not be duplicated on the same team and will be legible. Players without numbers will not play. All jerseys will be the same color.
  - a. A proper uniform shall consist of shorts, jersey, socks, shin guards and legal soccer shoes. All players will have their jerseys tucked in and socks pulled up covering the shin guards entirely (shin guards must be under the socks).
  - b. Legal soccer shoes shall be those without a single toe stud. Legal shoes are defined by F.I.F.A. Law IV. Exceptions: NO metal studs are allowed in NSYSA play. Gym or tennis shoes may be allowed.
  - c. Gloves, tights, pantyhose, long underwear, warm-up or sweat pants, stocking caps, sweatshirts or similar long sleeved shirts may be worn providing such items are form fitting. The jersey and shorts shall be worn as the outermost garments.
  - d. Headbands and wristbands may be worn by any player.
  - e. Bandannas will not be worn by any player.
  - f. Goalkeeper may also wear a soft-billed baseball style cap, kneepads, elbow pads, and sweat pants provided such attire is not potentially hazardous to the game.
  - g. No other player other than the goalkeeper shall wear kneepads or elbow pads without NSYSA permission.
  - h. A player not in proper uniform shall not be allowed to play.
  - i. Shin guards are mandatory for all players in NSYSA League play.
  - j. It is recommended that all male goalkeepers wear a protective cup.
  - k. It is recommended that a mouth guard be worn over braces (Orthodontic).
  - l. It shall be the coach's responsibility to see that players are properly attired.
2. In the event of two teams appear in the same colors, the away team shall maintain their colors per the NSYSA Constitution Article 3, Section A. The

home team will shift to their alternate color or may wear pennies at the approval of the referee that are distinctly different in color than the away team.

3. If the goalkeeper's shirt is similar to the opposing team's colors, the goalkeeper must change his/her color.
4. It will be the responsibility of the home team to have a game ball properly inflated, at game time.

#### **Section D. Spectators**

1. Spectators and/or parents, who unduly interfere with the progress of the match, can be warned by the Referee or by a responsible officer of the NSYSA, present at the field. Responsible "officer" shall mean any elected officer of the Club, NSYSA, or in their absence, the coach.
2. Spectators will not be allowed behind the goal area, or within two (2) yards of the touch line, or beyond the top of the penalty box. Persons desiring to photograph the match from these areas shall obtain permission from the Referee before the start of the match. Said person shall not coach, cheer, or in any way distract the players or official.
3. Any spectator violating the Rules of Competition or interfering with the progress of a match shall be asked to leave the field.
  - a. The Coach of the team concerned is responsible for removal of the spectator.
  - b. Failure to do so may result in an abandoned game.
  - c. The Club concerned shall take action to see that the problem does not occur again.
4. Spectators and/or parents will be located on the touchline opposite the teams for all U11 and above games. For U10 and below this rule is recommended.

### **V. DISCIPLINARY PROCEEDINGS**

#### **ARTICLE 13. AUTHORITY**

##### **Section A. Authority**

1. In accordance with WYS Rules and Regulations, any player, coach, parent, spectator or person associated with a team that is accused of assaulting a referee or assistant referee shall be subject to the authority of the WYS Appeals Committee.
2. As a condition of association with NSYSA, players, coaches, parents, and member Clubs shall be subject to the authority of the NSYSA Disciplinary Committee.
3. Teams, coaches, assistant coaches, players, managers, Club officers, representatives, and parents shall be subject to the disciplinary authority of the league within which the team is participating, and/or the NSYSA Board.
4. Coaches and other team officials shall be subject to all rules pertaining to

misconduct contained herein, including cautions, ejections and suspensions. Any other individuals who may be reasonably construed as being associated with a team such as relatives and spectators shall also be subject to the jurisdiction and authority of the Association. Any coach or team official shall be held responsible for the actions of any individual(s) at any match that, in the opinion of the referee, is a supporter of that team.

5. A plea of ignorance to any published NSYSA, WYS, USYSA or F.I.F.A. rule shall not be considered an excuse for violating same. Individual Clubs and coaches are responsible for educating their players on the rules.

### Section B. Cautions/Ejections

1. If a player or coach is sent off the field of play for any reason, **he/she shall be considered ineligible to play or coach in the next regularly scheduled game** . Scheduled disciplinary hearing for misconduct resulting in a red card send off or dismissal shall be convened as needed for the purpose of adjudication by the Disciplinary Committee.
  - The Disciplinary Committee, using established guidelines, may apply a less or more severe penalty.
  - Failure of an ejected player or coach to leave the vicinity of the field IMMEDIATELY may result in abandonment of the match and/or an additional three (3) game suspension of the offender.

Games in which the coach is dismissed and no additional RMA qualified staff is present to continue to coach the team, the game shall be suspended.

2. The Referee concerned shall send a written report of any caution or ejection within 48 hours of the match to the Director of the Disciplinary Committee.
3. It is strongly recommended that any player or coach who is sent off, attend the NSYSA Disciplinary Committee meeting scheduled for the purpose of reviewing the misconduct. The Disciplinary Chairman will forward notification of time and location of the meeting.
4. The Disciplinary Committee shall keep records of all players or coaches cautioned or ejected. Players and coaches sent off the last match of the season must have the approval of the Disciplinary Committee before they are eligible to participate in future NSYSA or WYS activities.
5. Penalties may also be assessed for offenses committed by a player or coach before, during or after a match.

### Section C. Notes and Definitions

1. **Caution** – Issued by the Referee to a Player for exhibiting unacceptable actions. Shown a yellow card, refer to US Soccer’s “laws of the game”.
2. **Expelled/Expulsion** – Notification by the Referee to a Team Official that their behavior is irresponsible and that they must now leave the complex

and its immediate surroundings. No coaching from behind a fence or from the parking lot or via cell phone use.

**3. Irresponsible Behavior**

- a. "Irresponsible Behavior" is a verbal statement or action that impedes, distracts, interferes or delays in any manner a referee (including assistant referees or fourth officials) from the duties of his/her game management.
- b. Irresponsible Behavior does not include assault or abuse of a referee under USSF Policy 531-9 or Washington Youth Soccer Operating Documents and Judicial Procedures, (which must be heard by the Washington Youth Soccer Appeals Committee). Irresponsible Behavior is applicable to all participants defined as a Team Official below. Where a Team Official is charged with a violation of USSF Policy 531-9 and/or Washington Youth Soccer Operating Documents and Judicial Procedures, the Team Official may also be charged with Irresponsible Behavior. The panel hearing the charges of violation of USSF Policy 531-9 and/or Washington Youth Soccer Operating Documents and Judicial Procedures, may determine at the same time if Irresponsible Behavior occurred. It is not necessary that there be a finding of a violation of USSF Policy 531-9 or Washington Youth Soccer Operating Documents and Judicial Procedures for there to be a finding of a violation of Irresponsible Behavior. Where a Team Official is not charged with a violation of USSF Policy 531-9 and/or Washington Youth Soccer Operating Documents and Judicial Procedures, the Irresponsible Behavior charge shall be heard by the applicable Disciplinary committee.

**4. Penalty Points –** Will be accumulated over the seasonal year.

- a. Cautions (Yellow Cards)/Warnings will be accumulated at one (1) point each
- b. Ejections (Red Cards)/Expulsions will be accumulated at three (3) points each
- c. Second Caution will be accumulated at two (2) points each

**5. Player –** For the purposes of this rule, "player" includes the players on the field of play, substitutes on the sideline and players formally on the field who have been substituted out of the match.

**Note** *Registered/Rostered players who are sitting on the bench in the technical area, but who are not eligible to play in the match (disciplinary action, injury, etc) are to be considered a Team Official for the purposes of this rule.*

**6. Reports of Misconduct -** Include reports of Cautions (Yellow Cards), Sendoffs (Red Cards), Warnings, Expulsions and any other supplemental reports submitted by a game official(s).

7. **Sanctions** - The Disciplinary Committee adjudicating a Report of Misconduct may not impose a sanction that exceeds those provided herein (minimums) without notice and an opportunity for a hearing. A more severe sanction may be imposed for more serious offenses. The Disciplinary Committee may also forward any report of misconduct on to any other appropriate committee for action, and shall forward any cases involving assault or abuse under USSF 531-9 or Washington Youth Soccer Operating Documents and Judicial Procedures to the Washington Youth Soccer Appeals Committee.
8. **Seasonal Year** – Is defined in the Washington Youth Soccer Bylaws.
9. **Sendoff** – Issued by a Referee to a Player for unacceptable actions. Shown a red card, refer to US Soccer’s “laws of the game”. A Player Sent Off may not participate in remainder of the game including any handshake following the game or award ceremony following an event.
10. **Team Official** – For the purposes of this rule, “team official” includes anyone officially allowed in the technical area who is not a rostered player or substitute (or substituted player) for the match (i.e. coaches, assistant coaches, managers, trainers) and other medical support persons, together with any other persons formally associated with the team which the rules of competition allow (i.e. parents, other relatives, other spectators).
11. **Types of Suspension:**
  - a. **Game Suspension** - Suspension from a specific number of league and/or state cup **games** with the team the Player/Team Official was associated with at the time of Ejection/Expulsion.
  - b. **Limited Suspension** - Suspension from specific activities within Washington Youth Soccer and affiliates of the US Soccer Federation as specified by the suspending body in their letter of determination/suspension.
  - c. **Full Suspension (time suspension)** - Suspension of defined time duration from all activities within Washington Youth Soccer and affiliates of the US Soccer Federation. A Player/Team Official under “Full Suspension” is not considered in good standing as a member of Washington Youth Soccer until the expiration of the suspension.
  - d. **Indefinite Suspension** - Suspension of a defined time duration from all activities within Washington Youth Soccer and affiliates of the US Soccer Federation until the Player/Team Official has complied with all the conditions of their sanctions as specified by the suspending body in their letter of determination/suspension. A Player/Team Official under “Indefinite Suspension” is not considered in good standing as a member of Washington Youth Soccer until they have completed all conditions specified by the suspending body in their letter of determination/suspension.

**Note** *A Team Official on suspension barring them from viewing a match is*



*not permitted in the complex where that match is to be held during the match, this includes warm-up time and a reasonable amount of time after the match to allow the teams to leave.*

12. **Warning** – Notification by the Referee to a Team Official that their behavior is at risk of being considered irresponsible.

#### **Section D. Disciplinary Notification Procedures**

1. It is the responsibility of the team coach to notify their Club of any reported misconduct. The Club in turn should notify the NSYSA Association VP of Administration. [NSYSA.admin@nsysasoccer.org](mailto:NSYSA.admin@nsysasoccer.org) and the NSYSA Association VP of Competition. [NSYSA.competition@nsysasoccer.org](mailto:NSYSA.competition@nsysasoccer.org) shall also be notified to review team and staff status.
2. Reported misconduct shall be a Referee misconduct report for the match. or a letter of concern by a Club or Association official, another coach or referee.
3. Member Clubs are responsible for ensuring that their members named in the above are aware of the Association's Disciplinary Policy.

#### **Section E. Noncompliance of Disciplinary Findings**

1. If an affiliated Club fails to correct a problem of spectator, coach and/or player conduct, the matter shall be brought to the attention of the NSYSA Board. The NSYSA Board will determine action based on review.

#### **Section F. Administration**

1. The Disciplinary Committee shall assess penalties for misconduct in accordance with NSYSA and WYS procedures.
2. Adjudication of Misconduct Reports and Notification of results will be performed in accordance with the NSYSA Disciplinary Policy.
3. The offender shall be notified of his/her right of appeal and the appeal procedure.
4. All penalties assessed on ejections shall be considered open-ended. All records and Disciplinary decisions shall be part of the person's record as long as they remain affiliated with NSYSA. Any subsequent misconduct may be dealt with more severely as a result of this record of history.
5. Any suspension from league matches will carry over to the next regular playing season if necessary.
6. Should a person named in a misconduct report fail to show for a hearing or to notify the Chairperson of the Disciplinary Committee of their inability to attend, the misconduct report will be acted upon in that person's absence.
7. Copies of misconduct reports and letters of concern will be available at the Disciplinary Committee hearing.

**Section G. Appeals to Disciplinary Committee Rulings**

1. Decisions of the NSYSA Disciplinary Committee may be appealed to the WYS Appeals Committee.
2. All appeals must be in accordance with WYS procedures. (i.e. Operating Documents (Judicial Process – Internal Procedures – Appeal Hearings))

**Section H. Referees**

1. The referee is to submit a written misconduct report for any carded Player(s) and/or Warned/Expelled Team Official(s) to the NSYSA disciplinary system per contract agreement, following the completion of the match.
2. Officiating crew other than center referee are to submit a written supplemental report when they have information to contribute regarding unusual facts of the game (fights, ejection of team officials, providing the center referee with facts of which he was not aware, etc.)

**Player–Class of Infraction**

1. Class I
  - a. Serious foul play - Intentionally handling the ball to prevent a goal or a goal scoring opportunity.
  - b. Serious foul play - Impeding a player, through unlawful means, thus denying the attacking player's team a goal scoring opportunity.
  - c. Foul or abusive language - not directed at another.
  - d. Persisting in misconduct after having received a caution.
2. Class II
  - a. Serious foul play other than those listed under Class I.
  - b. Foul or abusive language directed at another player or spectator.
3. Class III
  - a. Violent conduct.
  - b. Foul or abusive language directed at a game official.
  - c. Racial harassment.
  - d. Sexual harassment.

**Section I. Player-Penalties for Infraction**

1. Players may receive Cautions and Sendoffs.
2. Players are shown cards when issued by the official.
3. A player Sent-Off will be ineligible to participate in their next regularly scheduled match. A more severe penalty may be applied by the Disciplinary Committee.
4. Players that accumulate three yellow cards during the league season will be ineligible to participate in the next regularly scheduled league match. The player will sit out one additional match for each additional yellow card or warning received during the league or cup season.
5. Yellow card accumulation from league play will not carry into state tournament play. Any player receiving their third or subsequent yellow

card in the tournament competition will be required to sit out their next match. Proof of a sit out must be sent to the Disciplinary Committee.

6. Suspension Guidelines for Players:

- **SERIOUS FOUL PLAY**

Suspended for a minimum of one (1) match

Examples include, but are not necessarily limited to: when a player, in a violent or dangerous manner intentionally holds, trips, pushes, charges or tackles an opponent from behind.

- **VIOLENT CONDUCT**

Suspended for a minimum of two (2) matches

Examples include but are not necessarily limited to: striking or attempting to strike another player, team official or spectator, or unlawfully entering the field of play during an altercation.

- **SPITTING AT ANOTHER PERSON**

a. Suspended for a minimum of two (2) matches for spitting at another person.

b. Suspended for a minimum of three (3) matches for spitting on another person.

- **DENYING GOAL BY HANDLING THE BALL**

a. Suspended for a minimum of one (1) match.

- **DENYING GOAL BY OTHER UNLAWFUL MEANS**

b. Suspended for a minimum of one (1) match.

- **FOUL OR ABUSIVE LANGUAGE**

a. Suspended for a minimum of one (1) match.

b. Examples include, but are not necessarily limited to: not directed at another. Foul or abusive language said loud enough for the game official to hear, but not directed at a specific individual. Includes, racial, sexual, religious or ethnic slurs.

c. Suspended for a minimum of two (2) matches

Examples include, but are not necessarily limited to: directed at another. Word or actions directed at an individual. Includes, racial, sexual, religious or ethnic slurs.

d. Suspended for a minimum of three (3) matches

e. Examples include, but are not necessarily limited to: directed at a referee. Word or actions directed at an individual. Includes, racial, sexual, religious or ethnic slurs. Includes racial harassment, sexual harassment, ethnic slurs.

- **SECOND CAUTION/WARNING**

f. Suspended for a minimum of one (1) match. Receives a second caution in the same match, resulting in a red card ejection.

**Section J. Team Official -**

1. May be issued Warnings/Expulsions by the game official.
2. Are not issued Cautions or Sendoffs.
3. Are not shown any cards by the game official.
4. Any Team Official who is Expelled from the field of play will be ineligible to participate in the next regularly scheduled match. A more severe penalty may be applied by the Disciplinary Committee.
5. Any Team Official that accumulates three (3) Warnings during the league season will be ineligible to participate in the next regularly scheduled league match. The Team Official will sit out one additional match for each additional Warning received during the league or cup season.
6. Warning accumulation from league play will not carry into state tournament play. Any Team Official receiving their third or subsequent Warning in the tournament competition will be required to sit out their next match. Proof of a sit out must be sent to the Disciplinary Committee.
7. Suspension Guidelines for Team Officials:
  - **VIOLENT CONDUCT**

Suspended for a minimum of two (2) matches  
Examples include but are not necessarily limited to: striking or attempting to strike a player, team official or spectator, or unlawfully entering the field of play during an altercation.
  - **SPITTING AT ANOTHER PERSON**
    - a. Suspended for a minimum of two (2) matches for spitting at another person.
    - b. Suspended for a minimum of three (3) matches for spitting on another person.
  - **FOUL OR ABUSIVE LANGUAGE**
    - a. Team Official: Suspended for a minimum of two (2) matches  
Examples include, but are not necessarily limited to: not directed at another. Foul or abusive language said loud enough for the game official to hear, but not directed at a specific individual. Includes, racial, sexual, religious or ethnic slurs.
    - b. Team Official: Suspended for a minimum of three (3) matches  
Examples include, but are not necessarily limited to: directed at another. Word or actions directed at an individual. Includes, racial, sexual, religious or ethnic slurs.
    - c. Team Official: Suspended for a minimum of four (4) matches
    - d. Examples include, but are not necessarily limited to: directed at a referee. Word or actions directed at an individual. Includes, racial, sexual, religious or ethnic slurs. Includes racial harassment, sexual harassment, ethnic slurs.

- **SECOND WARNING**

- a. Suspended for a minimum of one (1) match. Receives a second warning in the same match, resulting in an expulsion.

**Section K. Point Violation**

1. NSYSA utilizes a Point System to discourage misconduct by its teams.
2. When a Player/Team Official accumulates points as provide for in Washington Youth Soccer Operating Documents (Judicial Process – Internal Procedures – Penalty Code 2.3), the Player or Team Official will be required to attend a hearing before the Disciplinary Committee to determine if the Player or Team Official should be suspended for a term not to exceed the remainder of the current seasonal year and the subsequent seasonal year. The Disciplinary Committee has the option of suspending the Player/Team Official, but allowing any suspended Player/Team Official to participate under probation. Should the Player/Team Official violate the probation, the Disciplinary Committee will notify the Player/Team Official of the reinstatement of the balance of the original suspension. The Player/Team Official may file a petition for reinstatement of their eligibility to compete on any team, or coach within Washington Youth Soccer, accompanied by a nonrefundable filing fee of \$100.00 for a Player and \$250.00 for a Team Official.
3. Players that accumulate three red cards/ejections in a seasonal year will be subject to disciplinary actions.
4. Team Officials that accumulate three expulsions in a seasonal year will be subject to disciplinary actions.
5. Players that accumulate seven (7) points from red and/or yellow card accumulation during the seasonal year will be subject to disciplinary actions.
6. The coach of a team receiving fifteen (15) points accumulated from cautions/ejections/warnings/expulsions during the seasonal year, will be subject to disciplinary actions.
7. The coach of a team that has four (4) players who received red cards during the seasonal year will be subject to disciplinary actions.

**ARTICLE 14. GAME PROTESTS**

**Section A. Administration**

1. Protests arising from matches within the jurisdiction of NSYSA will be heard by a NSYSA Hearing Committee appointed as necessary by the NSYSA VP of Administration. [NSYSA.admin@nsysasoccer.org](mailto:NSYSA.admin@nsysasoccer.org)
2. All protests are to be noted in the applicable Match Report. KPSRA must also notify the NSYSA VP of Competition within twenty-four (24) hours of the date of the match to which it relates (Sundays and Holidays included). [NSYSA.competition@nsysasoccer.org](mailto:NSYSA.competition@nsysasoccer.org)
3. Written protest, Appendix E, must then be submitted in triplicate after review and endorsement by a Club Officer. This must occur within

seventy-two (72) hours and be sent to the NSYSA VP of Administration, [NSYSA.admin@nsysasoccer.org](mailto:NSYSA.admin@nsysasoccer.org). One copy of the protest shall be sent to the opposing team by the NSYSA VP of Competition within twenty-four (24) hours after receiving the protest. One copy shall be kept by the NSYSA VP of Competition in the event of an appeal to the WYS.

3. Any protest relating to the grounds, goal posts, bars, or other appurtenances of the field shall not be entertained by the NSYSA Hearing Committee unless notice with particulars was given by the objecting team as soon as it came to their knowledge. And an objection was acknowledged by the Referee before the commencement of the match, or during the match should these conditions become altered after the start of the match. The Referee shall require the responsible team to remove the cause of the objection, if this is possible, without delaying progress of the match.
4. The decisions of the NSYSA Hearing Committee shall be binding but subject to appeal to the WYS Appeals Committee. Appeals to the WYS Appeals Committee shall be made using [WYS Appeals Form](#).

#### **Section B. Protest Procedures**

1. The Referee and the opposing coach must be verbally notified, **upon completion of the match**, that the match shall be protested, except for player eligibility. The Referee shall report the verbal notification to the NSYSA VP of Competition.
2. Upon receipt of a written protest by the VP of Administration shall appoint a NSYSA Hearing Committee to schedule a meeting prior to the next scheduled match, or in sufficient time to render a decision before completion of the current season, whichever is the least.
3. Every protest must be accompanied by a \$75.00 fee, refundable if the protest is upheld. (The \$75.00 fee cannot be a personal check.)
4. In the matter of protest, no party (player, parent, spectator, coach, team, Club, etc.) shall engage any legal counsel until all avenues of approach to protests are exhausted through the regular channels of organized soccer.
5. The Referee's decisions on points of fact connected with the play of the match, and those prerogatives granted to the Referee by the "Laws of the Game" as published by F.I.F.A. shall not be challenged.
6. Only violations of the Constitution, Bylaws, Rules and Regulations of this Association, WYS, and misapplication of the "Laws of the Game" as published by F.I.F.A. shall be proper subjects to consider for protest or appeal.
7. Coaches or representatives of the teams involved in a protest as well as the match officials (Referee and Assistant Referees) shall be invited to the meeting of the NSYSA Hearing Committee. In the event invited parties, duly notified fail to appear, NSYSA Hearing Committee decisions will be rendered based on information available at that time.
8. The order of business shall be:

- a. Introduction of all parties present.
  - b. Reading of the protest by the NSYSA Hearing Committee Chair.
  - c. Statement by a representative of the protesting team.
  - d. Statement by a representative of the opposing team.
  - e. Statement by the game official(s).
  - f. Questioning by the NSYSA Hearing Committee if desired.
  - g. Ruling on the protest by the Committee (in absence of any witnesses or spectators).
  - h. Informing teams involved of NSYSA Hearing Committee's decision shall be done in writing.
9. The protest fee shall then be forfeited to NSYSA in the event the protest is denied and shall be returned if upheld. Persons required to attend proceedings, but found not at fault, will be reimbursed at a rate of twenty-five (25) cents per mile.
  10. In dealing with any protest the NSYSA Hearing Committee may take into consideration the possession of the protesting team of any knowledge, which if properly used, might have obviated the protest.
  11. All debate among the Committee members concerned with the protest shall be held in private.
  12. Decisions made by the Committee shall be in writing; one copy to be retained by the Association and one copy to each party involved.

**Section C. Appealing Findings of the NSYSA Hearing Committee**

1. Decisions of the NSYSA Hearing Committee may be appealed to the WYS Appeals Committee. All appeals must be filed within seventy-two (72) hours of receipt of written notification of the Committee's decision.
2. The decisions of the NSYSA Hearing Committee shall be binding but subject to appeal to the WYS Appeals Committee. Appeals to the WYS Appeals Committee shall be made using [WYS Appeals Form](#).

**VI. ADMINISTRATION Governance Issue Should be in Bylaws**

**ARTICLE 15. STANDING COMMITTEES**

**Section A. Current Standing Committees**

1. The following Standing Committees have been authorized by the NSYSA Board of Directors:
  - a. Disciplinary Committee
  - b. Nominating Committee
  - c. Risk Management Committee
  - d. Development Committee

**Section B. Disciplinary Committee**

1. The Disciplinary Committee is the responsibility of the VP of Administration. It shall handle match related misconducts and protests. It shall consist of a Director and three (3) to five (5) members.

- a. Three members shall constitute a quorum. No member shall sit as a member adjudicating an incident involving a bracket in which they or any member of their family are involved (i.e., BU17 NSYSA).
2. The NSYSA Disciplinary Committee shall meet weekly, as needed, throughout the season.
3. All debate among the Committee members concerned with the disciplinary action shall be held in private.
4. A member of the Disciplinary Committee may represent no more than one organization. No person sitting on a possible appeal board may sit on the NSYSA Disciplinary Committee as a voting member.

**Section C. Nominating Committee**

1. The Nominating Committee is the responsibility of the Secretary. It shall consist of a Director and as many other members deemed necessary by the NSYSA Board. It shall collect and maintain a record of nominations for Executive Board positions.

**Section D. Risk Management Committee**

1. The Risk Management Committee is the responsibility of the NSYSA Registrar. It shall consist of a Director and as many other members deemed necessary by the NSYSA Board. This committee shall be responsible for ensuring that all administrators, other volunteers, or employees at the Association level have completed the Employee/Volunteer Background Check process as specified in the most current WYS Administrative Handbook.

**ARTICLE 16. RISK MANAGEMENT PROCEDURES**

**Section A. Administrative Procedures**

1. The following steps define the processing required for NSYSA to be in compliance with WYS Risk Management requirements:
2. The Secretary shall compile and maintain a roll of all NSYSA administrators, volunteers, and employees. This roll shall contain the full name and birth date of each member listed.
3. Each NSYSA officer shall be responsible for providing full name and birth date information of administrators, volunteers, and employees that fall within his or her area of responsibility to the Secretary. In addition, the Secretary shall be kept informed of any changes, additions, or deletions.
4. The Secretary shall provide a current copy of the NSYSA Roll to the NSYSA Risk Management Committee Director any time that the roll changes.
5. The NSYSA Risk Management Committee Director shall check the roll to ensure that all administrators, volunteers, or employees listed have completed the Employee/Volunteer Background Check process as specified in the most current WYS Administrative Handbook.
6. The NSYSA Risk Management Committee Director shall inform the



- NSYSA Registrar of any administrators, volunteers, or employees listed on the roll that has not completed the required Risk Management process.
7. The NSYSA Registrar shall contact any administrator, volunteer, or employee identified as not having completed the required Risk Management Process, assess the situation, and take appropriate action. This action can be any of the following:
  8. Inform that person that he or she may not participate as a NSYSA administrator, volunteer, or employee until the situation has been resolved. In this case, the Commissioner shall be informed of the action taken.
  9. Instruct that person how to begin the Risk Management Process and inform that person that he or she may not participate as a NSYSA administrator, volunteer or employee until he or she has completed the Risk Management Process. In this case, both the Commissioner and the NSYSA Risk Management Committee Director shall be informed.
  10. Allow that person to participate if it is positively determined that he or she has satisfactorily submitted the Risk Management paperwork to the state and the state has confirmed that the individual is cleared to participate. In this case, the NSYSA Risk Management Committee Director shall be informed of action taken.

**ARTICLE 17. AD HOC COMMITTEES**

**Section A. Ad Hoc Committees**

1. Ad Hoc Committees are formed for a specific purpose, case, or situation at hand and for no other.
2. NSYSA Hearing Committee will be an Ad Hoc Committee within NSYSA.

**Section B. NSYSA Hearing Committee**

1. The NSYSA Hearing Committee is the responsibility of:
  - a. The NSYSA President when the committee is convened by the NSYSA President.
  - b. President.
  - c. The NSYSA VP of Administration. When the committee is convened by the NSYSA VP of Administration.
2. The committee shall consist of:
  - a. The Chair appointed by the convening authority. The convening authority can elect to appoint themselves as the chair.
  - b. At least 3 but no more than 5 members appointed by the convening authority in addition to the chair.
    1. Member Association Representatives may be appointed to the committee, but not if the hearing involves their association.
    2. The committee may be convened to hear matters as specified in the NSYSA Operating Procedures.
    3. The committee will follow the hearing procedures delineated in WYS Rule 602 (Protests, Appeals, and Administrative Hearings).

**VII. APPENDIXES**

**APPENDIX A. NSYSA SPORTSMANSHIP AWARD**

**Section A. Overview.**

1. The NSYSA Sportsmanship Award is to honor those teams who are recognized from within the NSYSA soccer community for their outstanding display of sportsmanship.

**Section B. Rating System:**

1. Teams are rated on their sportsmanship in each week's game when the opposing team reports the game scores and the referee files the game report on the NSYSA website.
2. Points awarded in each category range are: 4, 3, 2, and 1.
3. Point definitions are: 4 = excellent. 1 = poor

**Section C. Evaluation**

Teams (Players, Coaching Staff and Spectators) will be evaluated on the following:

1. Players – Players will be rated on their actions both physical and verbal on and off the field towards their teammates, opponents and officials.
2. Coaching Staff – They will be rated on their actions both physical and verbal on and off the field towards their players, parents, opponents and officials.
3. Spectators / Parents - They will be rated on their actions both physical and verbal on and off the field towards their players, other spectators/parents, opponent team (players, coaches, spectators), and the officials.

**APPENDIX B: NSYSA ASSOCIATION PLAYER PASS PROCEDURE**

Ref: WYS Rules of Competition - Internal Procedures, Revision June 7 2014

1. The Association Player Pass is a tool that allows player movement from Rec to Select Club and Select Club to Regional Club and players to Player Pass to RCL. The Association player pass will:
  - a. Provide developmental opportunities for players
  - b. Allow for more participation of players that may otherwise choose another sport
  - c. Educate families on the different levels of play in the Player Pathway
  - d. Enhance the level of play at all levels - enhancing RCL with more talent; players developing via Player Pass at RCL and returning to Rec or Select will enhance that level as well.
2. Administration:
  - a. Players Passes may be used to go UP in level of play (i.e. from Rec, Select or RCL).
  - b. Players Passes may be used to go UP in age of play (i.e. from U14 to U15, etc.)
  - c. Within a level to upper division or age within League.
3. Tracking of players utilizing a Player Pass would be identified by their home Rec or Select team and must be tracked and reported on at the Club level The borrowing Club will report playing time each week to the loaning Club.
4. Receiving team must report to loaning team weekly.
  - a. Receiving Clubs utilizing the play pass process are responsible to report to the Loaning Club the playing time of each player utilized as a play up.
  - b. The reporting shall be on a weekly basis.
  - c. Failure to provide this information may result in the loaning club rescinding their approval for those players to play up.
5. Approval Request Time Frames:
  - a. All requests will be initiated no later than five (5) days prior to the weekend in which the play up player is desired.
  - b. All actions of the below Approval Process, Item 4, will be complete and the final request mailing will be forwarded to the NSYSA Registrar no later than three (3) days prior to the weekend in which the play up player is desired.
  - c. Failure to meet these timelines will result in denial of the request.
  - d. All emergent requests, which fall inside the specified timelines, will require approval of the NSYSA President or NSYSA VP of Competition. No Exceptions!

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6. Approval process:
  - a. The request shall be initiated by the Requesting club to the Loaning team coach/Club
  - b. First approval should be by email from the coach of player playing up
  - c. Second approval should be from club president/VP of Competition of the player playing up
  - d. Third, copied on all e-mails should be, at a minimum; the coach of player playing up, coach using passed player, originating club president, and others as defined by league or Association rules.
  - e. Player Pass requests for players used to go up in age level two years or greater must have a statement in the approval mailing from the requesting coach stating the following:
    - i. That it has been determined that the play up of the player will not be harmful to the player due to the differences of age and size.
    - ii. That it has been determined that the play up of the player will provide a opportunity for competitive play with consideration for the disparity of age and size.
  - f. A final copy of all correspondence shall be forwarded to the NSYSA VP of Competition.
  - g. The organization that administers the league or tournament will determine whether use of the player pass is permitted and, if so, any special conditions attaching to it e.g. rules of application, including any special permissions and communication requirements.
7. Violation of the spirit of the rule will result in a suspension of the use of the Pass for that team and a fine levied by the appropriate governing body of the league.
  - a. Players using the Club/Player Pass should have a participatory target (maximum) of 35 Washington Youth Soccer sanctioned matches in league and State Cup play during that year period.
  - b. The Game Rosters must be noted for player pass use. CPP (Club Player Pass) is a column that the approved roster has for noting the player using the Pass. If you're using Korrio or Bonzi rosters, please write CPP next to the name of the player using the pass.
  - c. Players using a Player Pass may play a maximum of 2 games per weekend and 1.5 games per day
  - d. Club/Player Passes utilized for player development cannot violate the WA Youth Soccer roster limits for team play.
8. Clubs utilizing the play pass process are responsible to report the playing time of each player utilized as a play up.
  - a. The reporting shall be on a weekly basis.
  - b. Failure to provide this information may result in the loaning club resending their offer for those players to play up.

## NSYSA Operating Procedures

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**\*\*NOTE:** The intent of this proposal is to enable and simplify the use of the Player Pass from Rec to Select, Select to RCL, or younger to older, within the Club and/or Association irrespective of dissimilar Club IDs.

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**APPENDIX C: REQUEST OF HEARING FOR DISCIPLINARY**

**Please attach copies of both game rosters to your Hearing Request**

**A. Individual / Organization Requesting the Hearing:**

Affiliation: \_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**B. Opposing Individual / Organization Requesting the Hearing:**

Affiliation: \_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email: \_\_\_\_\_

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**C. Match Number:**

\_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

**D. Please Describe the Claimed Errors:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Approved: 04 MAY 2015

NSYSA Operating Procedures

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E. List Rules or Procedures You Claim Were Violated, Including Rule/Procedure Numbers:

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F. Please State Briefly the Desired Resolution:

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The request for hearing must be submitted within 48 hours of the event being protested. See NSYSA Youth Soccer Operating Procedure Game Protest – Article 13, Section F; Administration

I hereby certify that a true and correct copy of this Request of Hearing has been sent to:

Northwest Sound Youth Soccer Association  
Attention: Disciplinary Committee  
PO Box 1142  
Silverdale, WA 98383

Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM

I further certify that a true and correct copy of this Request of a Request for Hearing has been sent to the Disciplinary Committee Chairman via email: [disciplinary@NSYSASoccer.org](mailto:disciplinary@NSYSASoccer.org)

Date: \_\_\_\_\_

Signature of requester: \_\_\_\_\_

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Approved: 04 MAY 2015

**APPENDIX D: REQUEST FOR A HEARING IN PROTEST**

**Please attach copies of both game rosters to your Protest Hearing Request when applicable**

**A. Individual / Organization Requesting the Hearing:**

Affiliation: \_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**B. Opposing Individual / Organization Requesting the Hearing:**

Affiliation: \_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**C. Match Number:** \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

**D. Please Describe the Claimed Errors:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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NSYSA Operating Procedures

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E. List Rules or Procedures You Claim Were Violated, Including Rule/Procedure Numbers:

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F. Please State Briefly the Desired Resolution:

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The request for hearing in protest must be submitted within 48 hours of the event being protested. See NSYSA Youth Soccer Operating Procedure Game Protest – Article 14, Section B; Game Protest. If a match will be protested, the referee and opposing coach must be notified at the conclusion of the match that a protest will be filed.

I hereby certify that a true and correct copy of this Notice of Protest, together with appropriate protest fee in the amount of \$75.00 (in the form of a cashier's check or money order made payable to Northwest Sound Youth Soccer) has been sent:

Northwest Sound Youth Soccer Association  
Attention: VP of Administration  
PO Box 1142  
Silverdale, WA 98383

Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM

I further certify that a true and correct copy of this Request of a Notice of Protest has been sent to all parties listed in the Operating Procedures Game Protest – Article 14, Section B.7.

Date: \_\_\_\_\_

Signature of requester: \_\_\_\_\_

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