

# TSA Coach's Guide

## - Getting the Season Started

*Prefix:* We're here to help. If you need any assistance, contact us. We salute and thank you for all that you do. Without you none of this would be possible.

Thank you,

- *TSA Executive Committee*

[www.texomatoccer.org](http://www.texomatoccer.org)

[www.texomasoccer.org/personnel.aspx](http://www.texomasoccer.org/personnel.aspx)

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### New Coaches

1. Online Account – Every coach must create an account online. Your name, email address, and phone number will be displayed above your team's schedule online. Having this account will gain you access to the Coach Menu on the website.
2. Background checks (RMF – Risk Management Forms) - Every coach must have a background check completed each year before they are allowed to meet with their players. This is normally done in the fall and is good for the entire soccer year (through June 30<sup>th</sup>). If you are new in the spring you must complete this in the spring. Assistant coaches and team managers who wish to participate on the coach's sideline during games must do the same thing. A background check covers a coach for any team they manage. If you pick up a new team in the spring, notify the registrar so your Coach's Pass can be updated with your new team.
3. Contacting your players – You should contact your players as soon as possible. One of the most frustrating things for a new player (and parent) is not knowing what is going on or which team you will be placed on. You do not have to have everything figured out before you call. Simply let the parent know who will be their child's coach.
4. Team Name – You have the pleasure of naming your team. Email the registrar with your team name as soon as possible. The website will reflect this on the Schedules and Standings, if applicable.
5. General Meetings – There is a general meeting held each season during the week the first game is scheduled to start. Uniforms are distributed to coaches with a valid RMF on file. Board member positions are typically elected in the fall and this is when bylaw changes are voted into affect. You will be responsible for distributing the uniforms to your players.

### All Coaches

1. Communication – Although TSA's policy is that the website is the official method of communication, YOU are the BEST line of communication the Association has with its members. Communication is typically distributed to the Area Directors, and on to the Coaches. And from you on to the players. Please keep your players up to date on what's going on and when deadlines need to be met. At the beginning of the season please contact your players as soon as possible. At the very least this should be done 2 weeks prior to the start of games. When games are cancelled due to bad weather, you are typically the first to know. The website is updated and emails start flying out... inform your team!

2. Coach's Pass – Any adult standing on the coach's sideline during the game is required to pass a background check and have their Coach's Pass onhand at each game. Referees will require this pass to be presented prior to the game beginning. Failure to present referees with the pass will result in (1) warning (2) 1-game suspension (3) season suspension. A background check covers a coach for any team they manage. If you pick up a new team in the spring, notify the registrar so your Coach's Pass can be updated with your new team. TSA has adopted the policy of NOT distributing uniforms to coaches without a valid RMF.
3. Uniforms - Team uniform colors need to be selected long before the games begin. There is a Forums section on the website where you can log your requests online. The website will be active within a week or so of registration ending. Uniform colors are first come first served by age group. Depending on the uniform chosen by the Association there may be some overlap but this is avoided if at all possible. The uniform style and type will be listed for you to review online with the current vendor.
4. Schedules - Each coach is allowed to request a bye weekend for his team. Again, there is a Schedule Forum online to facilitate this request. The website will be active within a week or so of registration ending. The Scheduler makes every effort to fulfill requests but makes no promises. Game schedules are then posted as Draft. Coaches have the opportunity to look for conflicts and make ONE schedule change request. Most of these requests can be granted and the schedules are then posted as Final. Once they are posted as Final, no further changes will be made unless due to an error by the Scheduler. NOTE – Any bye request will most likely result in a weekend with a double header scheduled.
5. Player Safety – TSA follows the philosophy of the National Weather Service. This is for games AND PRACTICE. Use the 30-30 rule: where visibility is good and there is nothing obstructing your view of the thunderstorm. When you see lightning, count the seconds until you hear thunder. If that time is 30 seconds or less, the thunderstorm is within 6 miles and is dangerous. Seek shelter immediately. The threat of lightning continues for much longer than most people realize. Wait at least 30 minutes after the last clap of thunder before leaving shelter. Don't be fooled by sunshine or blue sky! Coaches found to be violating this policy for practices will be sanctioned accordingly.
6. When to Practice – You get to choose when your team practices. Be respectful of the other parents on the team though. Teams are allowed to play together 3 hours per week. Games count as one hour each. Once games start you are typically reduced to 2 hours of practice time each week.
7. Where to Practice – Things keep changing. Available locations come and go. Each Area tends to have a favorite place to practice. If you need help finding a location contact your Area Director for help. School grounds often provide the best opportunity but you might need to make reservations. For Example Sherman ISD has an Application for Facility Use. The Sherman Area Director has these and can assist you with this approval process.
8. Pictures – A Photo Scheduler is placed online each season. You will need to sign your team up for one of the two weekends made available. This is typically the 2<sup>nd</sup> and 3<sup>rd</sup> weekends of the season. Pictures packages are usually delivered to the coach at Fairview Park within the last week or two of the season. Teams do not have to use the TSA provided photo vendor.
9. There is a detailed Coach's Code of Conduct section posted in the TSA Bylaws. They are found online under the TSA Governance menu on the left-hand, side panel of the webpage.
10. Trophies – Trophies are distributed at the end of the season. Participation trophies are distributed to the coaches at Fairview Park within the last week or two of the season. Placement trophies will be handed out as soon as age division placement starts being locked in. See bylaws for more details on trophy types.
11. Game Reports – Coaches are responsible for inputting games report each week through the Coach's Menu online (must be logged into the website to see menu). U8 and below do not

collect score but there is a place for open comments regarding the referee staff, the opposing coach's level of professionalism, and the facilities. U9 and above collect the game scores. This is how the Association is able to post standings. If you and the other coach do not complete a game report, the Association cannot assess points for standings and trophies.

12. Game Day Setup – The teams scheduled for the first and last games on each field are responsible for putting up and tearing down the fields each weekend. This means placing the nets, flags, and goals appropriately. The Game Day Setup Requirements are posted online each season with the teams responsible. Penalty for failing to adhere is a forfeit for BOTH teams playing that game.
13. Disciplinary Reports – A disciplinary report is kept up to date under the Coach's Menu online. TSA, under NTSSA, follows all USSF soccer regulations concerning disciplinary action. A sitout verification form is available to those needing it. A full account of the disciplinary guidelines and point system can be found on the NTSSA website under Resources >>> Rules/Bylaws at [www.ntxsoccer.org](http://www.ntxsoccer.org).
14. Player Development – A full handbook entitled “Best Practices for Coaching Soccer in the United States” is provided online through USYSF under the Coach's Menu online.
15. Rosters – A copy of your roster will be placed under the Coach's Menu online.
16. There is a link under the Coach's Menu online to the National Soccer Coaches Association of America.
17. Tournaments – Tournaments occur year round. Coaches and players may participate in tournaments during the TSA game season as well as throughout the soccer year. Each player is typically required by the tournament hosting association to complete a Medical Release Form. These and Guest Player Release Forms can be found in the Download Library online. A signed copy of your roster is customary as well and can be obtained from the Association registrar.
18. Tournament of Champions - Every fall TSA sends the 1<sup>st</sup> place teams in the U10 through U19 age divisions to compete in the NT Tournament of Champions in Dallas. The Association covers the costs of entry fees and insurance for the teams to participate.
19. Mission Statement – PLEASE remember why we're here. It's for the kids not for us. Review the Mission Statement of TSA below.

## **MISSION STATEMENT**

### **Recreational**

A developmental program providing healthy activity, emphasizing enjoyment and development over competition.

- A program that allows kids to have fun, make mistakes, and learn
- For the player ages 5-18 who is primarily interested in fun, fitness and friendship
- Able to play within their own community
- The philosophy is striving to give every participant substantial playing time

### **Competitive**

Programs for the more committed player.

- Providing an opportunity to be selected to register on competitive teams through local Member Associations
- Provides the more committed U12-U19 players the opportunity to advance their skills through higher competition