

VIRGINIA CLUB CHAMPIONS LEAGUE

AFFILIATED WITH THE UNITED STATES SOCCER FEDERATION, UNITED STATES
YOUTH SOCCER ASSOCIATION, AND VIRGINIA YOUTH SOCCER ASSOCIATION

RULES AND PROCEDURES

Effective January 13, 2012

Changes to the Rules and Procedures made at the January 13, 2012, Board of Directors meeting are shown in ***bold, italics***.

GENERAL

The Virginia Club Champions League (VCCL) is a corporation as defined in the United States and the State of Virginia statutes whose principal purpose is to promote youth travel soccer.

To insure the efficient and effective accomplishment of the purpose of the League, Articles of Incorporation, By-Laws, and a Rules and Procedures Manual have been established. Properly registered clubs, teams and/or players abiding by the standards, guidelines, policies and procedures outlined in these documents will be deemed in "Good Standing."

Lack of knowledge of these VCCL Rules will not relieve any Coach, Team Official, Parent or Player of a team participating in VCCL, or seeking entry into VCCL, from the responsibilities and possible penalties herein. ALL CLUBS, TEAM OFFICIALS, PARENTS AND PLAYERS, BY PARTICIPATING IN VCCL PLAY, AGREE THAT THEY ARE BOUND BY THESE RULES.

All VCCL matches will be played in accordance with the FIFA/USSF Laws of the Game except as modified in these League Rules and Procedures.

The term "Director" as used in this document means the club member of the VCCL Board of Directors, ***the Primary Contact of any provisional club*** or his/her designee. The designee must be named by the Director, and the opposing Director or Directors must be notified of the designee's name and contact information. Directors are expected to be present at all VCCL matches, or if unavoidably detained, available by cell phone. If the rule or procedure requires official action by the Board of Directors, use of a designee is prohibited.

VCCL Rules and Procedures may not be modified or waived by individual Directors unless permitted in the Rules and Procedures for a specific rule or procedure. Unless prohibited by the VCCL Rules and Procedures, games will be played and recorded as a forfeit for the offending teams. The forfeit will be declared prior to the start of the game.

I. PLAYER DEVELOPMENT

The philosophy of VCCL is that the player is a member of the Club as well as a member of the team. To provide the greatest opportunity for players to develop, the league has implemented the following rules:

A. Non-VCCL Club Teams Playing As VCCL Club Team Replacement

1. The VCCL Board of Directors may approve a non-VCCL club team (guest team) to play as a VCCL club team (host club/team) replacement if the host club does not have a team in that age group.
2. The guest team is considered to be a temporary member of the host club and, as such, is subject to all Rules and Procedures. The host club Director shall act as the Director for the guest team. Penalties for any rules violations by the guest team will be incurred by the host club/team.
3. Game results of the guest team shall be recorded as results for the host club/team.
4. Outside (of VCCL) team replacing a VCCL team will earn no club points for the host club. However, that team will be eligible to win the division championship.
5. Any VCCL team replacing a VCCL team from another club will earn no club points for either club. However, that team will be eligible to win the division championship.
6. Any VCCL team playing up out of their division for their club or for another VCCL club will earn club points for their own club unless this gives their club more teams than there are slots overall (i.e. in a league of 16 divisions, a club may have no more than 16 teams competing for club points). That team will be eligible to win the division championship.

7. All clubs will be charged league fees (\$300 beginning fall 2010) for each available slot (currently 16 in the fall and 8 in the spring) regardless of number of teams they have participating. This is incentive for all clubs to fill every slot with their own teams or with outside teams if necessary.
- B. An age-appropriate player within a VCCL club may play in VCCL league games on a team in the same club at any time during the seasonal year. No games may be played with a guest player from a non-VCCL club.
1. The Director of the club with guest players must notify the Director of the opposing club prior to game time if this rule is being implemented.
 2. All guest players must have current VYSA member passes.
 3. If the guest player is rostered to a VCCL team included in club standings, the player may not play on two teams in the same scheduled block of games unless one team forfeits their game. Example 1: B-team and recreational players are not subject to this restriction. Example 2: A club is scheduled to play on September 15. Some games are played and some are rescheduled on October 30 because of rain. Any VCCL player who played on September 15 is ineligible to guest play in any of the rescheduled games on October 30 unless the game is forfeited.
 4. A guest team may use guest players from either their own club or the host club with approval of the host club director of coaching. The host club director of coaching must notify the director of the opposing club in accordance with paragraph 1, above. Example: The Lynchburg U13 girls' team is the replacement for Roanoke because Roanoke does not have a U13 girls' team. Players from either the Roanoke club or the Lynchburg club may guest play for the Lynchburg U13 girls team in VCCL League play if approval is given by the Roanoke Director of Coaching.
 5. A team may have no more than five club guest players in any game and no more than the maximum number of total players permitted for that age group: U11-U12: 14 players; U13-U19: 18 players. Although a 22 man roster is permitted for U17-U19 teams, only 18 players may be present in uniform to play in league games.
 6. A game-day roster listing all players who will participate in the game and their jersey numbers must be given to the referee prior to the start of the game.
- C. U9 and U10 VCCL North teams will play seven-a-side. U11 and U12 teams will play eight-a-side.
- D. Provisional Roster

PURPOSE: To provide the opportunity for VCCL League play to certain players while maintaining the integrity of the official VYSA League and Tournament Roster (official roster). Provisional rosters were previously known as League-Only rosters.

Provisional Rosters Approved by Board of Directors:

U19 Provisional Roster: Fall Season Only. Allows U19 players to participate in league play. The official U18 roster and team would be eligible for State Cup and tournament play as U18's.

U14 Provisional Roster: Spring Season Only. Allows U14 middle school players playing up on U15 teams to play with their true age group in the spring without being counted as transfers and would allow them to play with their U15 team for tournament play.

U14/15 Provisional Roster: Spring Season Only. Restricted to U15 players who are not yet in high school.

II. ***CLUB/PLAYER/TEAM ELIGIBILITY AND REGISTRATION***

All clubs must be full or provisional members in VCCL. All players must be members of VCCL clubs except for guest teams as provided in Section I.A. All teams and players must be registered with VYSA.

A. Club Eligibility/Registration With League:

Prior to the start of each season, each active member shall submit an administrative fee for all full slate of teams, U9 to U18/19 as approved by the Board of Directors.

1. The administrative fee is \$300 per team.
2. The seasonal fees for each team shall exclude referee fees.
3. Fees shall be due June 1 for the following Fall Season and December 1 for the following Spring Season. *The fee for clubs more than 30 days in arrears shall be \$350 per team.*

B. Player Registration With Club: VCCL recognizes the registration of players with its member clubs prior to registration with VYSA.

1. *Registration with a VCCL club occurs when a player accepts placement with the club in writing, [electronically] or on-line for the next seasonal year and pays ~~the~~ [any] deposit [required by the club at the time of acceptance].*
2. *Movement of players registered with a VCCL club prior to being rostered with VYSA*
 - a. *A player may leave the club but will be subject to all financial obligations to the club if stated in the club rules and/or policies available to the player and parent(s) in writing prior to the player registering with the club.*
 - b. *Another VCCL club may register the player but may not use the player in the following season of VCCL play.*
 - c. *Conditions a) and b) may be waived if the player has moved to the geographical area of the new club and beyond reasonable travel distance of the old club AND both Directors agree to waive the restriction.*
 - d. *The club may not involuntarily release the player unless the conditions and procedures for VYSA involuntary releases are followed (See VYSA Registration Manual).*
3. *Players who have outstanding financial obligations to a member club will be ineligible to register with and play for any other member club until the obligation is satisfied provided:*
 - a. *The obligation is part of the stated club rules and/or policies available to the player and parent(s) in writing prior to the player registering with the club,*
 - b. *The player and his/her parent(s) were notified by certified mail that 1) the obligation was outstanding, 2) the obligation will be reported to the member clubs by a named date, and 3) the player has the right to appeal the obligation through a stated club appeals process.*
 - c. *The member clubs are notified in writing or electronically of the player's name, VYSA ID number, and financial status with the club PRIOR to May 1 of the current seasonal year.*
 - d. *Documentation of (a), (b) and (c) above is the responsibility of the club.*
 - e. *Outstanding financial obligations to the club for USYS and Super Y club-sponsored activities are covered by this policy.*

C. Player/Team Registration with VYSA: All players must be registered with the Virginia Youth Soccer Association (VYSA). The official VYSA League and Tournament Roster (official roster) is prepared and submitted for validation to the Assigned Registrar prior to the commencement of the soccer year (September 1 through August 31). Only those players included on a current Official Roster shall be deemed duly registered by the State (VYSA). Changes to the official roster must be processed through

the Assigned Registrar who initially registered the team. A registration manual is available through the VCCL Registrar.

1. The Member Pass is issued to all players and team officials and remains valid through the seasonal year, September 1 through August 31. If a player changes teams, the registrar will issue a new Member Pass for that new team. Any time a player moves from one team to another or is added to a team, the new team must prepare a new Member Pass for the player and a new team roster. The Assigned Registrar will approve the roster and pass changes in compliance with VYSA Registration Policies and Procedures.
2. Each registered player is covered, September 1 through August 31, by secondary medical and liability insurance as part of his/her registration.
3. Effective September 1, a youth player is one who, prior to August 1 of the current soccer year, has not reached his/her nineteenth (19th) birthday. The age of the oldest member of the team determines the youngest age group in which the team may participate. VCCL North and South age groups for 2011-2012 shall be as follows:

| <u>2011-2012</u> | <u>Fall</u> | <u>Spring</u> |
|------------------|-------------|---------------|
| VCCL North | U09-U14 | U09-U14 |
| VCCL South | U11-U18/19 | U11-U14 |

4. Roster Size: Team rosters shall be composed of registered youth players as follows:

| <u>Age Group</u> | <u>Minimum</u> | <u>Maximum</u> |
|------------------|----------------|----------------|
| U09-U10 | 7 | 12 |
| U11-U12 | 7 | 14 |
| U13-U15 | 7 | 18 |
| U16-U18/19 | 7 | 22 |

NOTE: Although a 22 man roster is permitted for U16-U19 teams, only 18 players may be present in uniform to play in league games. The game day roster will include only 18 players.

- E. A team/player must be properly registered with VYSA prior to participation in league activities. Failure to meet this requirement will automatically result in forfeiture of any matches played while improperly registered. The Board of Directors, at their discretion, may also take appropriate disciplinary action against team officials who knowingly allow an unregistered player to participate in league match play.

III. RECRUITMENT

- A. VCCL is opposed to the practice of recruiting players from one VYSA club to another at any time during the seasonal year, and in particular, from the start of the fall season until the conclusion of the spring season. The procedures outlined below govern player movement. VCCL coaches and/or team or club officials who willfully recruit or attempt to recruit a player or players from a team participating in VCCL shall be subject to disciplinary action by the Board of Directors.
 1. Any team may conduct publicly announced, open tryouts to acquire players. Any player and/or his/her parents or guardians may initiate direct contact with any coach or team/club official for the purpose of joining that team.
 2. If a player rostered to a VCCL club team agrees to join another VCCL club team, the Director of the gaining club will immediately notify the Director of the losing club.
 3. No coach or team/club officials affiliated with a VCCL club may initiate contact with a prospective player or his/her parents with the intent of recruiting that player if the prospective player is listed on the official roster of another VCCL club team.

4. Transfers:
 - a. A player rostered to a team in a VCCL club is ineligible to transfer to any other team affiliated with a different VCCL club within the same seasonal year except as follows: the player has moved to the geographical area of the new club and beyond reasonable travel distance of the old club AND both Directors agree to the transfer.
 - b. Transferring to a team affiliated with another league after being released from a VCCL club team does not make the player eligible to then transfer to another VCCL club team.
5. Out of League Play (including, but not limited to indoor, tournaments, training, Super Y, guest players)
 - a. A player from a VCCL club team may not participate in out-of-league play with another VCCL club team if the player's VCCL club has a scheduled commitment unless both Directors waive this restriction.
 - b. An invitation to participate in such an event with another team in a VCCL club must be initiated by the Director of the guest team club with the Director of the player's team club. The Director of the player's team club may submit approval of out-of-league play in writing to the Director of the guest team club.
 - c. A player from a VCCL club team who participates in out-of-league play with another VCCL club team without the written approval of his/her Director is ineligible to play for another VCCL club team in league play for the fall season of the next seasonal year unless the player has moved to the geographical area of the new club and beyond reasonable travel distance of the old club AND both Directors agree to waive the restriction.
 - d. Super-Y Tryouts. If tryouts are held prior to club tryouts for the next seasonal year and a player intends to try out for a team in the club sponsoring Super-Y, the player must defer trying out for the Super Y team until after club tryouts have been held to be eligible for league play with the sponsoring club.
- B. Coaches and/or team/club officials who violate any of the above procedures shall be deemed to have recruited the player. Recruitment complaints shall be submitted in writing to the League Office within 30 days of the violation.

The complaint will be reviewed by a Rules & Discipline Committee consisting of all the Board of Directors, excluding the Directors of the clubs named in the complaint. If the complaint is determined to be valid, a hearing will be held in accordance with Section XVI. BOARDS OF INQUIRY OR HEARINGS. If the Committee finds a recruiting violation has occurred, the Committee may impose one or more penalties including, but not limited to: forfeiture of one or more games, fines, and temporary or permanent suspension from VCCL club activities.

IV. FIELDS/GOALS/MATCH LENGTH/BALL SIZE

- A. Acceptable Playing Fields
 1. Each club should invest whatever resources are necessary to adhere to league standards for fields.
 2. Clubs must make a reasonable effort to meet field size and condition standards. Repeated failures to do so could result in league sanctions including forfeiture of the right to host matches.
 3. Each club must provide one (1) field per four (4) teams or fractions thereof.
 4. An exception to the above shall be a letter from another club or organization allowing a club to play on that club's field(s). In such a situation, the total number of fields available must be proportional to the total of both clubs' team.

5. Field requirements:

| <u>Age Group</u> | <u>Minimum</u> | <u>Maximum</u> | <u>Recommended</u> |
|------------------|----------------|----------------|--------------------|
| U9-U10 | 50 x 70 | 50 x 70 | 50 x 70 |
| U11-U12 | 55 x 80 | 55 x 80 | 55 x 80 |
| U13-U15 | 66 x 100 | 72 x 108 | 70 x 105 |
| U16- U19 | 70 x 105 | 80 x 120 | 72 x 108 |

Turf Fields Only Where Lines Cannot Be Re-Drawn

| <u>Age Group</u> | <u>Minimum</u> | <u>Maximum</u> | <u>Recommended</u> |
|------------------|----------------|----------------|--------------------|
| U9-U10 | 50 x 70 | 50 x 70 | 50 x 70 |
| U11-U12 | 55 x 80 | 55 x 80 | 55 x 80 |
| U13-U15 | 66 x 100 | 72 x 115 | 70 x 105 |
| U16- U19 | 70 x 105 | 80 x 120 | 72 x 108 |

Additional exceptions for turf fields are pending.

6. Goal size for small-sided games:

| | | |
|-----------|-------------|----------------|
| Age Group | Competition | Recommended |
| U9-U10 | 7 v 7 | 6 1/2 x 18 1/2 |
| Age Group | Competition | Required |
| U11-U12 | 8 v 8 | 7 x 21 |

B. Field Preparation

1. The club sponsoring the home team shall be responsible for the following:
 - a. Fields shall be legibly marked in accordance with the Federation International Football Association/United States Soccer Federation (FIFA/USSF) Laws of the Game.
 - b. Grass shall be cut at an even height. The height shall not impede the movement of the ball nor the players.
 - c. Nets shall be in serviceable condition and securely affixed to the goals.
 - d. Corner flags shall be placed and conform to the specifications of the FIFA/USSF Laws of the Game.
2. The referee may refuse to allow match play if, in her/her opinion, the field is improperly prepared.

C. Match Length and Ball Size

| <u>Division</u> | <u>Length – Fall Season</u> | <u>Length – Spring Season</u> | <u>Ball Size</u> |
|-----------------|-----------------------------|-------------------------------|------------------|
| U18/19 | 45 min. halves | | 5 |
| U17 | 45 min. halves | | 5 |
| U16 | 40 min. halves | | 5 |
| U15 | 40 min. halves | | 5 |
| U14 | 35 min. halves | 40 min. halves | 5 |
| U13 | 35 min. halves | 40 min. halves | 5 |
| U12 | 35 min. halves | 35 min. halves | 4 |
| U11 | 35 min. halves | 35 min. halves | 4 |
| U10 | 30 min halves | 30 min halves | 4 |
| U9 | 30 min halves | 30 min halves | 4 |

D. Time Block Allotted per Game

| <u>Match Length</u> | <u>Time Block</u> |
|---------------------|--------------------|
| 45 min. halves | 2 hours |
| 40 min. halves | 1 hour, 45 minutes |
| 35 min. halves | 1 hour, 30 minutes |
| 30 min. halves | 1 hour, 15 min |

1. There shall be five (5) minute intervals between halves.
2. Regular season VCCL matches ending in a draw at the end of regulation time will remain tied.

V. PLAYER EQUIPMENT

- A. Shoes must meet FIFA specification.
- B. Shin guards for all players and goalkeepers are MANDATORY. Socks must cover entire shin guard.
- C. When the color of jerseys is similar or identical and the match official requests a change, the HOME team must change colors.
- D. With the exception of the goalkeeper, all players must have uniforms with individual numbers on the shirt. The goalkeeper's shirt must be easily distinguishable from all other players and referees.
- E. Players must wear jerseys whose numbers correspond with the numbers on the team's Official Roster. (Exception: Guest players) Jersey numbers for all players must be entered on the Game Day Roster.
- F. No jewelry of any kind may be worn (excluding corrective glasses.)
- G. Players who are wearing corrective glasses may be allowed to play at the discretion of the referee.
- H. Casts are permitted if properly padded.

VI. SPECTATOR AND COACHING AREAS

- A. All coaches, players, and spectators will remain eighteen (18) yards from the goal lines.
- B. Coaches and players are to take opposite sides of the field from the spectators.
- C. No coaching may take place from behind the goal lines.
- D. All coaches and spectators must remain at least one (1) meter from the touchline at all times.

VII. SUBSTITUTIONS

Substitutions may be made with the consent of the referee, at the following times:

1. Prior to a throw-in by the team in possession; ***if a substitution is made by the team in possession, the opposing team may also make a substitution***
2. Prior to a goal kick by either team
3. After a goal has been scored by either team
4. At the beginning of the second half of play
5. After an injury
6. After an injury, by either team, when the referee stops play
7. After the issuance of a caution, for the offending player. Opposing team may also substitute an equal number of players.

8. The VCCL encourages all its U16, U17 and U18 coaches of both boys and girls teams to limit substitutions such that any player who is substituted out of the match should not reenter the match in the same half of play.

VIII. CANCELLED/TERMINATED MATCHES

Participation in League play carries the responsibility to abide by the League Schedule, playing all matches, as scheduled, unless compelling reasons exist to reschedule. Participation in State Cup is encouraged, and with proper notification, will take precedence over League matches.

A. Rainouts

1. In the event of inclement weather or at any time there is a doubt as to the playability of the fields, the home club director shall notify the visiting club director in appropriate time allowed for driving distances. The following actions are required by the home team:
 - a. Home Club Directors shall verify the conditions of their fields.
 - b. Clubs canceling a match(es) due to weather or other conditions shall be responsible for notifying the opposing Director or alternate.
2. If the fields are under the control of another club or activity (e.g., schools, park authorities) and these organizations determine playability of fields, club Representatives must coordinate closely to ensure early decisions and proper notifications are made.

B. Referee Decision of Unplayable Conditions

1. A referee may suspend or terminate a match due to weather conditions, i.e., lightening, rain, fog, etc. before or during a match. Under these conditions, the referee's decision is final. If at least half of the match has been played, the match shall be deemed completed and the score shall stand.
2. Liability for the referee fee shall be determined by the Referee's Association Contract with each club.
3. Inconvenience to the visiting team who has traveled or may travel to the site cannot be helped if weather conditions worsen during the visiting team's travel time.

C. Failure to Field a Team

1. Unless the club is notified a minimum of five (5) days prior to the scheduled match date, and approval is received to reschedule, a team must field a minimum of seven (7) players at the scheduled start time.
2. When a match is declared a forfeit due to a team's failure to field seven (7) players, the following actions are required:
 - a. The Offended Team shall notify VCCL President within 24 hours of the cancellation.
 - b. The Offending Team shall submit, in writing, within 48 hours their reasons for failure to field a team.
 - c. The Board of Directors shall review the written explanation and may impose one or more of the following penalties:
 - i. A fine in an amount equal to the referee fees.
 - ii. Forfeiture of the match, and/or
 - iii. A penalty of \$50.00 to be paid to the Treasurer prior to the next scheduled match.
 - d. The Treasurer shall reimburse the Offended Team their portion of the referee fees and shall award the \$50.00 penalty to them.

- e. If the Offending Team fails to submit a written reason, all of the penalties outlined above shall be automatically levied.
- f. Repeat offenses will be subject to additional action by the Board of Directors.

IX. RESCHEDULING

- A. Matches cancelled due to weather, State Cup conflicts, or other compelling reasons will be rescheduled at the makeup date set for each season or another date mutually agreed to by the two Directors.
- B. If no mutual date is set, the matches must be played on the makeup date.
- C. If a mutual date is set, both teams are obligated to play on that date.
- D. All spring matches must be played prior to the June Board of Directors meeting; all fall matches must be played prior to the December Board of Directors meeting.
- E. Failure to play on makeup date:
 - 1. If one team is unable to play, the game will be recorded as a forfeit for that team.
 - 2. If both teams are unable to play, the game will be recorded as a dual forfeit with both teams receiving zero points.
 - 3. If the makeup date is unplayable due to weather or other reason beyond the control of both teams, the game will be recorded as a tie unless the two teams have played in a tournament, State Cup, or other competition in the current season. In that case, the results of the latest competition will be recorded.
 - 4. If a team fails to provide fields or referees for a rescheduled match, the game will be recorded as a forfeit for that team.

X. STANDINGS

- A. The Administrator will maintain standings. Standings for U11 through U18/19 will be published on the VCCL website and distributed to the Board of Directors. No standings will be kept for VCCL North U9 and U10 developmental divisions. Scores will not be published for any age group.
- B. Points shall be awarded as follows:

| | |
|------|------------------|
| WIN | Three (3) points |
| TIE | One (1) point |
| LOSS | Zero (0) points |
- C. The team with the most points in each age division in both VCCL North and VCCL South will be awarded t-shirts. T-shirts will be awarded to teams in both the spring and fall seasons. In the case of a tie, both teams will receive t-shirts.
- D. A Club Champion's trophy will be awarded at the end of each season to the VCCL club that has accumulated the most points in all divisions U11 through U18/19. The trophy will stay with the winning club until the end of the next season. Club points shall be awarded as follows:

VCCL NORTH

| | | | |
|-----------|-----------------------|----------|-----------------------|
| 14 points | 1 st place | 4 points | 5 th place |
| 10 points | 2 nd place | 2 points | 6 th place |
| 8 points | 3 rd place | 0 points | 7 th place |
| 6 points | 4 th place | | |

VCCL SOUTH

| | | | |
|-----------|-----------------------|----------|----------------------------------|
| 16 points | 1 st place | 6 points | 5 th place |
| 12 points | 2 nd place | 4 points | 6 th place |
| 10 points | 3 rd place | 2 points | 7 th place |
| 8 points | 4 th place | 0 points | 8 th place or no team |

E. If two teams are tied for any place in the standings, the following procedure will be used:

1. Even number of teams: Add the placement totals and divide by the number of teams

Example: Two teams tied for 1st place: add 16 + 12 = 28 ÷ 2 = 14 points for each team.

2. Odd number of teams: Add the placement totals plus 1 and divide by the number of teams

Example: Three teams tied for 1st place: 16 + 12 + 10 + (1) = 39 ÷ 3 = 13 points for each team.

XI. OFFICIAL MATCH REFEREE REPORTS

Referee reports have been discontinued by all clubs as of fall 2009.

XII. GAME DAY ROSTERS – ALL TEAMS: The Game Day Roster must be submitted to the referee prior to the start of the match. The Game Day Roster will list only those players, including guest players, who will participate in the match and their jersey numbers. Clubs are responsible for providing Game Day Rosters. Game Day Rosters can be printed for each individual team from the online database by authorized persons with a valid ID and Password. The number of players on each Game Day Roster shall be the following:

| <u>Age Group</u> | <u>Minimum</u> | <u>Maximum</u> |
|------------------|----------------|----------------|
| U09-U10 | 7 | 12 |
| U11-U12 | 7 | 14 |
| U13-U15 | 7 | 18 |
| U16-U18/19 | 7 | 22 |

XIII. REFEREES/FAILURE TO APPEAR

THE REFEREES AUTHORITY BEGINS WHEN THEY ARRIVE AT THE MATCH SITE AND CONTINUES UNTIL THEY DEPART THE MATCH SITE.

It is the responsibility of the Director of each club to coordinate with the appropriate Referees' Association concerning all home club activities, matches, and schedule changes.

- A. U19 through U11 Divisions: Each club shall contract with area Referees' Association to provide three (3) USSF certified officials for each match.
- B. U-9 and U-10 Divisions: Each club shall contract with area Referee's Association to provide one (1) USSF certified official for each match. There will be no club linesmen. Offsides will be called.
- C. The officials are responsible for conducting the matches in accordance with FIFA/USSF Laws of the Game and VCCL Rules and Procedures.
- D. If qualified referees are not available through the Referees' Association, the club may contract with qualified individuals to referee games provided
 1. such individuals are capable of conducting the matches in accordance with FIFA/USSF Laws of the Game and VCCL Rules and Procedures and
 2. such individuals are registered in the League data base for insurance purposes.

- E. Each Referees' Association will be instructed at the beginning of each season to waive checking of player passes before each VCCL South League game unless the Director of either club asks that passes be checked. Passes must be checked at all VCCL North League games.
- F. Failure to Appear - - When request for services was made to the Referees' Association.
1. A certified center referee must be present or the match cannot be played. If there is no qualified center referee after a 30-minute grace period from the scheduled start time, the match will be recorded as a forfeit for the home team.
 2. During the 30-minute grace period:
 - a. The directors may mutually agree to play the game with a substitute certified center referee as long as the game begins within the 30-minute grace period. The directors will agree before the start of the game if the assigned center referee will assume control of the match if he/she arrives late. The substitute center referee will be paid by the home club.
 - b. The directors may mutually agree to cancel the game, and the game will be rescheduled. No referee fee shall be incurred for the cancelled match.
 3. If an assigned/substitute certified center referee is available after the 30-minute grace period, the directors may mutually agree to play a scrimmage game as long as the scrimmage does not exceed the time block allotted for the originally schedule game. The substitute center referee will be paid by the home club.
 4. If a certified center referee is present at the scheduled start time but one or both official referee assistants fail to appear at the scheduled start time, the Directors shall mutually appoint club referee assistant(s) and play the match. Club referee assistant(s) who are not certified will be limited to helping with balls in and out of bounds.
- G. Failure to Appear - When request for services was NOT made to the Referees' Association
1. All games will be recorded as forfeits for the home team.
 2. The Directors may agree to play scrimmages on a team-by-team basis providing a qualified center referee is present. The scrimmages must fall within the time block allotted for the originally scheduled games.
 3. In case of a dispute, Directors are responsible for providing written confirmation from the Referees' Association to verify that a request for services was made.

XIV. CONDUCT

A. Standards of Conduct

The League exists to provide youth of Virginia the opportunity to acquire and develop soccer skills through a higher level of competition. These skills, as well as the individual growth of the players, cannot be nurtured in an environment that permits confrontation, poor sportsmanship, and verbal and physical abuse among spectators, game participants, and game officials. While VCCL cannot dictate the internal administrative rules and regulations of its member clubs, it must provide a framework for governing undesirable behavior within which member clubs must administer their teams. Players are expected to perform in a manner consistent with the principles of good sportsmanship. Coaches and spectators should act in a manner that reinforces the concepts of good sportsmanship.

1. Under no circumstances shall a player, coach, parent or spectator enter the field of play during the match unless invited by the referee.
2. The coach is responsible for the actions of parents and spectators on the sidelines. Coaches can be sent off the field or even banned from future games for their misbehavior.
3. Parents and spectators can be asked by the referee to leave the playing site, and if the request is refused, the referee can, at his/ her discretion, terminate the match.
4. If any player, substitute, or coach refuses to leave the playing site immediately after an ejection by the referee, the referee may terminate the match, and the match will be scored as a forfeit with the offending team losing by a score of 3-0. The referee has the discretionary power to suspend or terminate a match whenever, by reason of the elements, interference by spectators, or other causes, he/she deems such stoppage necessary.
5. Member clubs shall insure that these standards of conduct are distributed and understood throughout their club. Repetition of occurrences of misconduct which show a “disregard for these guidelines” could lead to long-term penalties, up to and including prohibition for further participation.

B. Ejections

1. Players
 - a. A player receiving a RED CARD from the referee must sit out the remainder of that match plus his/her team’s next League match. If the red card is issued in the last League match of the season, the sit-out will be taken in the next League match of the following season. No substitutions may be made for the ejected player during the match in which the red card is issued.
 - b. It is the duty of the coach to withhold the red carded player from the next game.
 - c. Any team allowing a player, coach, or team official to participate in a League match while under suspension shall forfeit the match in which the team participates. The coach sponsoring the offending team shall be liable for any referee fees incurred.
2. Coaches
 - a. A coach receiving a **sanction** from the referee must leave the field and the area surrounding the field for the remainder of the match. In addition, the coach is prohibited from participating in the next match and is not allowed to be present at the field or in the area surrounding the field.
 - b. It is the coach’s duty to self-impose the appropriate suspension. If a suspended coach participates, enters the field of play, or the area surrounding the field while under suspension, or **communicates with the team/team officials via electronic or other means**, the team shall

forfeit the match and the club sponsoring the team shall be liable for any referee's fees incurred.

Because of the seriousness of such instances, red cards *or sanctions* issued after the end of the match or as a result of physical assault, are subject to review by the Directors and more serious penalties, which are not subject to appeal, may be employed. However, see Federation Rule 3041 in regard to referee assault.

XV. PROTESTS

A. General

A protest is a dispute over a point of fact dealing with the misapplication of the Laws of the Game by a match official. Protests on the grounds of judgmental actions on the part of a match official shall not be considered. The Referee Evaluation Form is the appropriate instrument for reporting disputed judgmental actions by a match official.

B. Submission

A protest shall be submitted in writing to the Directors within two (2) days of the conclusion of the match as verified by postmark.

C. Review by the Board of Directors

The Board of Directors shall investigate, evaluate and provide the recommendations within ten (10) days of receipt of the protest.

XVI. BOARDS OF INQUIRY OR HEARINGS

A. Periodically, it may be necessary for the Board of Directors ~~and/or Rules and Discipline Committee~~ to conduct inquiries or hearings on breaches of the Articles of Incorporation, Bylaws, Rules and Procedures, and/or Laws of the Game.

B. Inquiries and/or hearings shall be announced at least seven (7) days in advance. An effort shall be made to schedule such activities at the convenience of the majority of the participants, whether members of the Board or persons to appear before the Board.

C. When established in accordance with paragraph B above, persons to appear before a Board shall be so notified. Their personal appearance, or the appearance of an individual(s) acting on their behalf, shall be mandatory.

1. Once notified, persons requested to appear shall have 48 hours to submit in writing matters in extenuation or mitigation that may preclude their appearance. The convening authority shall have sole authority to rule on such matters.

2. Failure to appear, unless duly excused, shall be grounds for sanctions as may be determined by the Board.

D. The VCCL Administrator shall provide VYSA with information concerning sanctions and suspensions it has levied. This is to allow VYSA to consider these facts when processing Applications to Travel, Host Tournaments and Games, and Host Foreign Teams, as well as in choosing representatives for state select teams and/or state representatives for regional or national cup play.

XVII. APPEALS

A. Any aggrieved party may appeal any decision or the imposition of any penalty or fine to the Board of Directors.

B. The appeal must be sent by registered mail to the VCCL Administrator, 7701 Dartmoor Road, Richmond, VA 23229 within 48 hours of the decision or imposition of penalty or fine.

- C. *A \$100.00 appeal fee shall accompany the appeal. If the appeal is upheld, the appeal fee will be returned. If the appeal is denied, the fee shall be retained by VCCL.*
- D. *Upon receipt of an appeal, the Board of Directors shall convene a board of inquiry composed of its members.*
- E. *The decision of the Board of Inquiry is final within VCCL. The next avenue of appeal is to the state association.*

XVIII. GRIEVANCES

There is a difference between a grievance and a protest. Grievances concern league policy; protests concern game situations and are detailed in Section XV.

- A. *Any member club officer, director, team or player associated with a member club, who feel(s) aggrieved by any action of the Board of Directors concerning league policy, must submit a written grievance citing the remedy requested and a check in the amount of \$100 payable to VCCL. The grievance and check must be sent by registered mail to the VCCL Administrator, 7701 Dartmoor Road, Richmond, VA 23229, within seven (7) days of the written or verbal publication of information, whichever comes first.*
- B. *The President will review the grievance for determination of proper filing and the nature of the matter being grieved. If the President determines the grievance is validly submitted, he will initiate action to resolve the issue. This may be accomplished by consulting other members of the Board of Directors of club representative by phone or personally or by holding a hearing. The President will be the judge of which method of resolution will be used.*
- C. *A Grievance Committee, if appointed, will consist of the President of VCCL who will preside and two other members of the Board of Directors who will hear the grievance within 14 days of the receipt of the grievance. A quorum for the meeting is three; the presiding officer will count towards a quorum but will only vote in a tie situation.*
- D. *If the grievance is sustained, the check will be returned; if the grievance is denied, the check will be deposited to the general fund of the league.*
- E. *The decision of the Grievance Committee is final within the VCCL and is not appealable to the state association on matters of league rules, policy and/or procedures.*
- F. *If the aggrieved party remains dissatisfied after having exhausted all requirements concerning grievances, or, if not having exhausted all requirements concerning grievances, if he invokes the aid of the courts of any state or the United States, should the person bringing the action not prevail in such court action, he shall then be liable for all expenses incurred by VCCL in defending such action including, but not limited to, the following:*
 - *Court Costs*
 - *Attorneys' fees*
 - *Reasonable compensation for time spent by VCCL employees in responding and defending against allegations in the action, including responses to discovery and court appearances*
 - *Travel expenses*
 - *Expenses of any special meeting(s) necessitated by the action.*