



CLEBURNE SOCCER ASSOCIATION

POST OFFICE BOX 255
CLEBURNE, TEXAS 76033

IN REPLY, REFER TO
CSA Policy
20141001-01

From: President, Cleburne Soccer Association

To: Members, Cleburne Soccer Association

Ref: (a) North Texas State Soccer Association Bylaws

Subj: TEAM FORMATION COMMITTEE

1. Purpose. This letter provides guidance and policy concerning the formation of recreational teams in the association and Team Formation Committee roles and responsibilities.

2. Policy. Reference (a) establishes the guidance for the Cleburne Soccer Association.

3. Committee Formation.

a. The Team Break Committee shall consists of:

- (1) Registrar (Committee Chairman)
- (2) Director of Commissioners
- (3) Director of Coaching
- (4) Age Group Commissioners
- (5) Other members as appointed by the Registrar

b. The Registrar may appoint other members or volunteers to fulfill the duties of any committee member if that committee member is not available or unable to perform their duties when needed.

3. Player Placement.

a. The Registrar shall determine and certify each player's eligibility to play on a recreational team.

b. Returning Players are allowed to remain with the same team they played on in the immediate previous season. If a player skips a season, they are returned to the general player pool.

c. New Players are placed in the general player pool and are assigned (rostered) to a team by the Team Formation Committee.



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- d. Player's names shall not be identified to the coach until the player is placed on the team.
- e. Only the Head Coach may request their child to be rostered to the team that he/she is coaching. Coaches may not request that a particular player be placed on their team. Requesting a particular player may be considered recruiting and the offending coach shall be called before the Appeals & Discipline Committee, and if found to be in violation of the offense, may be suspended from coaching.
- f. Any recreational coach who knowingly and/or willingly drops a player from their roster, or advises that player not to play for their team, whether through direct contact or coercion shall be called before the Appeals & Discipline Committee, and if found to be in violation of the offense, may be suspended from coaching.
- g. Coaches may not make false, misleading, and/or unsubstantiated negative statements which could reasonably be expected to influence the decision of a player or parent regarding his choice of teams or organizations.
- h. In the event there are not enough players, Member Associations may allow coaches to actively seek players of the proper age group within the Member Association to be added to the player pool if:
 - (1) The player is not presently registered on an existing team.
 - (2) The player did not play for a returning recreational team during the previous season.
- i. Youth players may only be registered with one NTSSA sanctioned team at any given time during the soccer year.
- j. Cleburne Soccer Association reserves the right to reassign players at the Association's desire and may reassign said players and re-register the new teams by filing with the Registrar of the State the new team roster. All reassigned players are considered "transfers" for rostering purposes.



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4. Team Formation Committee Procedures.

- a. Lists of eligible players and Special Request forms shall be provided by the Registrar to the Team Formation Committee.
- b. The Team Formation Committee makes the determination on all player assignments for that age group. Any determination by the Team Formation Committee shall be in the best interest of the Cleburne Soccer Association first, then the player's best interest, and then the parent, team, and coach.
- c. Returning players desiring to return to the same team are sorted into the individual teams first. If greater than 50% of the returning players have been identified, then the team has a core and may be formed by adding any additional players from the general player pool as needed. If a team has 50% or less than its original returning players, then the Age Group Commissioner may disband the team and place the players back into the general player pool.
- d. Special Requests shall be considered by the Team Formation Committee. Only the parent/guardian of the affected player may fill out a Special Request form to be considered. Any requests made by the parent/guardian in writing may be denied or approved by the Team Formation Committee.
 - (1) If a Special Request is approved, action shall be taken as appropriate to accommodate the request.
 - (2) If a Special Request has been denied, the Age Group Commissioner must notify the parent/guardian personally or in writing with a detailed reason for the denial.
 - (3) Except where prohibited by USSF rules, youth players may participate in older divisions but may not play in younger divisions than their age dictates except by approval of the NTSSA State Executive Committee. Any request for a player to play up 2 or more years automatically rejected and may be appealed.
 - (4) The parent/guardian may appeal a denial of a Special Request to the Executive Committee by requesting an appeal in writing no later than 10 days after the notification has been made by the Age Group Commissioner. The written appeal must contain detail why the appeal is being requested. No appeals may be granted for decisions



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based on restrictions or rules listed in reference (a).

- e. Players in the general player pool with no special requests to consider are placed into groups according to geographic location. Special consideration must be taken to place players in areas that are convenient to practice locations set by the coach. If there are not enough players or coaches from a specific geographic area to form a team, then the players should be placed on the closest team available.
- f. If a player strikes a coach or team, the player is placed back in the General Player Pool.
- g. A coach may only refuse a player assigned to his/her team if the team is at or above the maximum roster size for the age group in which the team is playing. A coach may not refuse or avoid accepting a player based on the player's ability or playing experience.
- h. Cleburne Soccer Association prohibits forming a recreational team by the selection of only experienced or skilled players. A coach who fails to contact an assigned player on his/her team may be suspended from all soccer activities for up to one year.
- i. Coaches may bring registration forms for any returning player from the previous season to the Registrar with the appropriate fees. Any player that has not played on that team in the previous season will be placed in the General Player Pool with special consideration to be placed on that team. Coaches may not bring in registration forms or receive special consideration for players that played in the previous season but were not assigned to that team.
- j. Teams registered through Cleburne Soccer Association will compete in either the U6 and below league run by the Association or the Metroplex Soccer Alliance for U7 and above teams.
- k. If the Metroplex Soccer Alliance does not have a division for a team's age group and gender, then that team may request to play in another league. The Director of Coaches will make a determination if the team is eligible to play in another league. The decision of the Director of Coaches may be



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appealed to the Cleburne Soccer Association Executive Committee.

1. All fees must be paid by players in accordance with the Annual Fee Policy or Financial Assistance Policy before any player can be assigned to a team.
- m. The Team Formation Committee shall report to the Registrar all teams that have been formed and the players, coaches, and managers assigned to that team. The Registrar shall report this information to NTSSA as required.
- n. Any recreational player currently rostered to a recreational team and wishing to be released to join a competitive team may do so only between December 1 and March 15 and may do so only with the written permission of Cleburne Soccer Association.
- o. A player may leave a competitive team and register in the recreational player pool at any time on or prior to April 1 of the current soccer year with the written permission of the NTSSA Youth Commissioner. Players may not be released from their competitive team after April 1, as no recreational player pool is available.
- p. Players may not practice or participate with any team in which the player is not assigned or the proper release paperwork has not been completed.

5. Coach Assignment.

- a. The Director of Coaching shall approve all coaches, assistant coaches, and team officials allowed for each team.
- b. All coach assignments shall be made in accordance with reference (a) and the Director of Coaches Committee policy.


G.W. WEINSCHENK