



WGFC Coaches CNYJSA Guide



Participation in the CNYJSA League has several requirements. Please review the information below and consider using the checklist at the bottom to ensure your team is ready for the opening game.

Official League Rules

All information here must be considered unofficial – please refer directly to the CNYJSA Website (www.cnyjsa.org) for official league requirements, rules and schedules. This document may not be updated with the latest changes enforced by the league board of directors. Be sure to review the online Rules and Regulations document (about 30 printed pages) at least once annually. [revised March 2016]

Team Management

CNYJSA holds a mandatory coaches meeting prior to the beginning of each season (fall and spring). These are announced on the website and coaches must sign in when attending.

It's recommended to contact the Ultimate Goal for assistance with Team Management. Lisa Young does an outstanding job collecting player and coach information and submitting official team rosters to the league. The modest management fee is worth every cent to a volunteer coach.

Please contact Lisa as early as possible at Lisa.young@ultimategoalonline.com or 315-673-4625

Coordinate with the Ultimate Goal when you are registering a team – be sure to list “Arsenal Academy” as the sponsoring club as WGFC is not recognized by CNYJSA.

Player Passes

All players are required to apply for an official player pass. This is age-based proof of player eligibility and includes a league insurance policy. Eligibility is based on the player's age on August 1st – if a player is still age 11 on August 1st then they are eligible to play U12 (under-12) for the upcoming year. All passes expire annually on August 31st.

Players are not allowed to participate in a game unless they have a valid player pass to hand to the official prior to the game – no exceptions.

Players must submit the following information. The Ultimate Goal will create a laminated pass with the player's signature.

- Passport size headshot of player
- Copy of Birth Certificate
- Mailing Address
- Coach Name and Team

It is recommended that coaches request this information from parents as early as possible. Player passes take some time to process and the Ultimate Goal handles many teams each season. Coaches should keep the player passes with them, distribute prior to each game as the team checks in with the officials and then collect them again after the game

from the official. If a coach forgets the player passes for a game their team must forfeit and the league might assess a fine.

Guest Players

The rules for guest players are complex – see the Rules and Regulations. The exact number of guest players allowed varies by age bracket and is based on the number of permanent players available. At least be aware that if a team will be shorthanded for a given game then guest players are permitted as long as they are age-appropriate and have their player pass with them.

Coaches Risk Management Pass

All coaches must have a valid coaching pass or they will not be allowed in the bench area. If no coach is available the team must forfeit.

Coaches must submit the following information. The Ultimate Goal will create a laminated pass with the coach's signature.

- Passport size headshot of coach
- Date of Birth
- Mailing Address
- Phone Number
- Copy of Driver's License
- Social Security Number

Coaching pass include a background check that may take up to two weeks to complete. Do not delay submitting information to the Ultimate Goal for coaching passes.

Jerseys

Player jerseys are required to have a unique number and must be consistent for the entire team. It is highly recommended teams have two different jerseys or a reversible jersey in case of color conflicts on game dates.

The Varsity Coaches can assist with jersey orders. They have copies of the WGFC logos and can help you decide on a quality kit. Plan to collect a roster of player names, numbers and sizes to submit an order.

It is recommended to keep one additional jersey in the equipment bag. Although rare, in some cases a player may start bleeding and need to replace their jersey. If there is not a numbered replacement jersey the player may not be allowed to return to the field.

We have enjoyed quality products from The Sports Outfit, Fairmount. 315-488-2121 <http://www.sportsoutfit.com>. They have WGFC Boys and Girls logo files.

Rosters

An official roster must be submitted to CNYJSA and changes are not permitted after the second game. Thank you to the Ultimate Goal for creating and providing rosters to the league. Coaches must present a copy of the roster to the official and the opposing coach at each game.

Player Equipment

Players are required to wear shin pads. Players should purchase solid color socks that completely cover the shin pad – these should be a consistent color for all players on the team.

Cleats may be molded plastic, turf shoes or flats (including sneakers). Metal or removable studs are not permitted. No jewelry is allowed including earrings, bracelets, necklaces, etc. The official will conduct an equipment check prior to each game and players without proper attire will not be allowed to participate.

Fees and Costs

Please review the following list closely so you can accurately inform parents regarding league cost. Please be advised fees may vary from season to season. Coaches should handle team finances and submit a ledger to WGFC at the conclusion of the season. There are out-of-pocket expenses during the season. Checks to be cashed by WGFC should be made out to “WG Boys Soccer” or “WG Girls Soccer” as appropriate.

- CNYJSA Team registration fee – \$150-170 per team
- Ultimate Goal Team Management fee – \$100 per team
- CNYJSA Player Passes – \$18 per player
- Referee Fees – (age-based) with schedules posted on CNYJSA website – approx \$25 per official per game
- Player Jersey – varies depending on jersey selection but minimum \$18 per player
- Field Rental Fees – (spring only) teams are required to designate a home field and fees vary by venue

Game Changes

Games may be rescheduled during the tentative schedule period prior to the beginning of the season and for a few specific reasons (including poor weather conditions) during the season. Refer to the Rules and Regulations for the exact process and submit the online form to change a game date.

Seasonal Leagues

CNYJSA is a regional league that includes both club teams and community-based teams. It is a competitive league – for the sake of comparison, WOYSA is a recreational youth soccer league. Some teams train much more than others and occasionally the level of competition will vary drastically from week to week. Certainly the level of competition increases steeply in higher age groups.

CNYJSA Fall Friendly

Fall Friendly is an outdoor league that begins the first week of school and runs for 6 weeks. There are no byes and no make-up dates. All games finish in mid-October. Teams typically play all games at the same venue (no home/away traveling). Games are typically played on the weekend. There is a ‘friendly’ philosophy to this league and there is no score-keeping or league table standings. This is an excellent opportunity for teams to start their year – the short duration ensures players stay focused and nobody is subjected to the typically poor weather of late autumn in Central New York.

CNYJSA Spring Soccer

Spring Soccer typically begins the first week of May and concludes in mid-July. The league may schedule byes for teams. This is an outdoor travel league with each team designating a home field. In the past teams have traveled outside the greater Syracuse area to Pulaski, Oswego, Morrisville, etc. Games are held on weeknights according to age bracket. The spring calendar includes holiday breaks for Memorial Day and the Fourth of July.

There are many events in the spring – other spring sports, school year-end concerts, picnics, etc. Effective 2016 there is no schedule review period – coaches must request any bye weeks when they register their team. Double-check the schedule provided by the league as soon as it arrives and act on any conflicts (ex, from the WG District Calendar). There are fees associated with team forfeits once the final schedule is posted. Many families travel as soon as school lets out and the week of July 4th may leave teams short of players. Plan ahead to avoid having to scramble to find enough guest players to field a team late in the season.

Early Season Checklist

- Contact Lisa Young for assistance with team management
- Secure a home field venue
- Register team with CNYJSA (home field must be designated)
- Email parents requirements for player pass and start collecting information
- Collect player names, numbers and sizes and place a jersey order
- Submit Coaches Pass information to Lisa Young
- Enforce a strict deadline for all player and coaching passes – these are an imperative, time-consuming element that should be completed well in advance of the first game
- Review and determine total team cost and individual player fee
- Announce a training night

Game Checklist

- Coaches Pass
- All Player Passes
- Team Roster (2x)
- Referees Fee
- MedKit
- Goalkeeper Jersey
- Extra field jersey