



## **Midwest City Soccer Club Coaching Information Packet**

The following information will hopefully help you have a smooth and productive season. If at any time you have questions or need assistance, feel free to contact the appropriate board member. Board member names and emails are located under “Club Administration” on our website, [www.mwcsoccer.org](http://www.mwcsoccer.org).

### **Background Check**

To be a coach, assistant coach or team manager, you must have a background check done through your coaches/team manager getsoccer account. Once our club registrar is notified that you will be coaching or team manager, they will create an account in getsoccer. They will provide you with your login and password. Feel free to change the password. Once you login to your getsoccer account, click on “background checks” at the top of your profile page. If you already have an approved background in getsoccer, you can tell getsoccer to search for that one, if not, you just need to submit for a new one. Most background checks are approved within a day or so. If something shows up on your background check, getsoccer sends email to the risk management person with Oklahoma Soccer Association, who may contact you for more information. Based on the information provided, OSA will approve or disapprove you as a coach. Once approved, our registrar will assign you as coach/assistant/team manager to the team and provide you with the teams getsoccer login and password.

Per OSA, no one may interact with the players in a coaching/team manager capacity without a background check.

Background checks need to be resubmitted by everyone after July 1<sup>st</sup> every year.

### **Concussion training**

Per OSA, Coaches and team managers are required to complete the online concussion training. Once you obtain your coaching account, you go through it to complete your training. That way it will link to your coaching account and display a (CDC) so we know you have done the training. Concussion training is a one time thing and does not need to be redone yearly.

Here is the link to OSA Concussion Initiative-

<http://www.gotsport.com/Content/directors/upimg/dir2819/concussion%20initiative%202016.pdf>

And link to do the training-

[http://www.oksoccer.com/main/administration/got\\_soccer\\_concussion\\_test\\_guide/](http://www.oksoccer.com/main/administration/got_soccer_concussion_test_guide/)

These links are also located on our website under Coaches Corner.

### **Coach licensing**

OSA requires you to obtain the proper coaching license for the age group you are coaching within 1 year of the start of your coaching career. The courses have a nominal fee. If you are unable to pay the fee due to financial reasons, please let us know and we may have funds available. We want all our coaches to obtain licensing as this helps the whole club. Coaching courses and



information are on the OSA website [http://www.oksoccer.com/coaching/coaching\\_courses/](http://www.oksoccer.com/coaching/coaching_courses/). Once you have completed the course, please forward a copy of your certificate to [president@mwcsoccer.org](mailto:president@mwcsoccer.org) so it can be placed in our digital files.

If you would like help with how to setup or conduct a practice session, contact our Director of Coaching at [coaching@mwcsoccer.org](mailto:coaching@mwcsoccer.org).

### Gotsoccer team account

The team account is where you can see your players, parent contact information, schedules, print rosters, print game cards, print player id cards and team messaging for rescheduling with other teams. When you login, your team overview page should be up. The leagues that your team is registered in will be right in front of you. There is also a gotsoccer app for your phone if you want to download and use that.

Team - Girls U10 Sapphire  
GotSoccer TeamID # 1124300

Update Team Age and More  
View Public Team Page  
Team Fundraising

View/Print Team Contacts  
Team Info

Universal Account [Login to your Universal Account](#)

Get the most out of your account  
Account Merge Tool is Now Available!  
[Click Here to get started.](#)

Your Club  
Midwest City SC (OK)

New! GotSoccer Team App  
New! GotSoccer Magazine

Name/Date	Type	Status	Applied	Accepted	Paid	Roster	Schedule	eTravel	Support	Misconduct:Y/R
2017 Spring In-House 2/10/2017 - 8/10/2017	League	Accepted	02/19/2017	Yes	No	Default	<a href="#">View</a>	<a href="#">Request</a>	<a href="#">Request</a>	
Spring 2017 OSA West Recreational/Rec Select League 1/27/2017 - 5/31/2017	League	Accepted	02/10/2017	Yes	No	Default	<a href="#">View</a>	<a href="#">Request</a>	<a href="#">Request</a>	
2016-2017 OSA Recreational Registration 8/1/2016 - 7/31/2017	Registration	Accepted	02/10/2017	Yes	No	Frozen (11)	N/A	N/A	<a href="#">Request</a>	

Powered by GotSoccer

Contact Privacy Statement [Help](#)

Click "view" in the schedule column of the league and the team schedule will pop up.

Spring 2017 OSA West Recreational/Rec Select League  
1/27/2017-5/31/2017  
Girls U10 MIDWEST CITY SC SAPHIRE (OK)

To view & manage the roster shown on your game cards, click here: [View Event Roster >>](#)

Click on the game number to download a printable game card.

Game #	Date	Time	Home Team	Away Team	Score	Location	Chat
#1256	3/18/2017	1:00 PM-2:15 PM	MIDWEST CITY SC MWC TIGERS (OK)	MIDWEST CITY SC SAPHIRE (OK)	6-1	MWCSC #09 <a href="#">Google Map</a>	<a href="#">Chat</a>
#1251	3/19/2017	2:00 PM-3:15 PM	CNP PIXIE STICKS (OK)	MIDWEST CITY SC SAPHIRE (OK)	0-3	Hiwassee U10 #1 <a href="#">View Map</a>	<a href="#">Chat</a>
#1258	3/25/2017	10:30 AM-11:45 AM	MIDWEST CITY SC SAPHIRE (OK)	HARRAH SC PINK LIGHTNING (OK)	0-3	MWCSC #07 <a href="#">Google Map</a>	<a href="#">Chat</a>
#1266	3/26/2017	4:00 PM-5:15 PM	MIDWEST CITY SC SAPHIRE (OK)	CNP PIXIE STICKS (OK)	0-2	MWCSC #07 <a href="#">Google Map</a>	<a href="#">Chat</a>
#1263	4/1/2017	10:30 AM-11:45 AM	MIDWEST CITY SC SAPHIRE (OK)	SHAWNEE SA 07 FANATICS (OK)	9-1	MWCSC #07 <a href="#">Google Map</a>	<a href="#">Chat</a>
#1271	4/15/2017	3:00 PM-4:15 PM	MIDWEST CITY SC SAPHIRE (OK)	MIDWEST CITY SC MWC TIGERS (OK)	2-1	MWCSC #07 <a href="#">Google Map</a>	<a href="#">Chat</a>
#1253	5/6/2017	10:00 AM-11:15 AM	CNP BLASTERS (OK)	MIDWEST CITY SC SAPHIRE (OK)	3-1	Hiwassee U10 #1 <a href="#">View Map</a>	<a href="#">Chat</a>

[Help](#)



If you want to print a game card, click on the game number in the left column and the card will open as a PDF to print. U7 and above teams need to bring a game card to each game for the referee.

If you need to reschedule a game or contact the coach of the other team, click “chat” in the right column. A window will open to message the other coach. This window will also contain contact phone numbers and emails for the coaches. I highly suggest you use this to contact the other coach for reschedules or game cancelations. This keeps a record on file in case of a dispute. If for some reason there is no coach information, notify us so we can get you contact info from other club. It is important that you keep your information current in your coach getsoccer account. Otherwise an opposing coach may have an excuse for miscommunication.

This is where you can submit “No-Play” dates to OSA in hopes of not being scheduled for those dates. Click on the “requests” tab and the calendar will open. Click on the “x” in the upper right of the date you do not want to play and it should turn red. OSA sets a time frame in which “no play” dates must be submitted, so make sure and check the OSA timeline to ensure you get them in before the deadline. OSA only allows so many “no play” dates and does not guarantee they can accommodate. (the x is not visible in this screenshot because OSA hasn’t opened it up yet). If you want “No Play” dates for in-house games, email [referees@mwcsoccer.org](mailto:referees@mwcsoccer.org).

My Events Search Events

Team | Hotels | Rooming | Sales | Payment & Status | Schedule | **Requests** | Misconduct | Guests | Support & Feedback | Roster | Documents

Spring 2017 OSA West  
Recreational/Rec Select League  
1/27/2017-5/31/2017  
Girls U10 MIDWEST CITY SC SAPPHIRE (OK)  
Scheduling exception requests may not be made at this time.  
No requests have been made.

Requests/Notes/Etc  Save

Director's Comments (none)

April June

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 No Games	2 No Games	3 No Games	4 No Games	5 No Games	6 Games: 1 Default
7 Games: 1	8 No Games	9 No Games	10 No Games	11 No Games	12 No Games	13 No Games Default
14 No Games	15 No Games	16 No Games	17 No Games	18 No Games	19 No Games	20 Games: 1
21 Games: 1	22 No Games	23 No Games	24 No Games	25 No Games	26 No Games	27 No Games
28 No Games	29 No Games	30 No Games	31 No Games			

Requested Exception Date  Past Dates  Today  Upcoming Dates  Dates Closed



Need to print a roster or player id cards? Click on Home>team profile>documents, then on “official roster” or “player id cards” in the left column. It will open as a pdf for printing.

Document	Event	From	Created	Accessed
Official Roster	2016-2017 OSA Recreational Registration (8/1/2016)	Matthew Mercer	3/25/2017 10:22:57 AM	N/A
Official Roster	2016-2017 OSA Recreational Registration (8/1/2016)	Matthew Mercer	3/22/2017 6:16:52 PM	N/A
Official Roster	2016-2017 OSA Recreational Registration (8/1/2016)	Matthew Mercer	3/21/2017 12:00:33 PM	N/A
Official Roster	2016-2017 OSA Recreational Registration (8/1/2016)	Matthew Mercer	3/18/2017 8:18:22 PM	3/18/2017 9:30:25 PM
Official Roster	2016-2017 OSA Recreational Registration (8/1/2016)	Matthew Mercer	3/18/2017 12:32:51 PM	N/A
Player ID Cards	2016-2017 OSA Recreational Registration	Matthew Mercer	3/18/2017 12:18:49 PM	3/18/2017 12:21:09 PM

### Where to practice?

Recreational teams are allowed 4 practices/scrimmages on club fields. They can utilize them by themselves or scrimmage another team. If you scrimmage another club team, only one of the team’s practices are taken. So, coordinate correctly and you can easily increase your club field practices. If you are out of club field practices, and wish to scrimmage a non-club team, we will give you a field if available. Contact [coaching@mwcsooccer.org](mailto:coaching@mwcsooccer.org) to schedule your practices.

Other than the above, recreational teams find their own practice field. Most will practice at Regional Park or Pecan Grove (NE 10<sup>th</sup>&Midwest Blvd). The city handles scheduling on those fields. You must go by the community center, 100 N Midwest Blvd and complete a form in person with parks and recreation. All field reservations are cleared Jan 1<sup>st</sup> and July 1<sup>st</sup>, so if you want a prime field, might go in on those dates as it is first come, first serve.

The club does pay for insurance waivers to practice on Mid-Del Schools, Choctaw Schools, or Rose State college property. If you choose to practice on one of the school properties, you must contact the school and do their paperwork, which usually includes providing one of our insurance waivers. Just let us know you need one and we will get it to you.

### Organizing your team.

Depending on your age bracket and skills, you may be able to handle team communication all on your own. But, it is highly recommended to have at least a team manager to handle team communications, paperwork and stuff that just comes up. It can get difficult to run a practice and then speak to parents. Most have things to do, including yourself and want to get going. But, if you keep your team manager up to speed, they can handle communication while you coach. If you



choose to use a team manager, they must complete a background check, same as a coach. They will need to contact [registrar@mwcsoccer.org](mailto:registrar@mwcsoccer.org) to get a team manager account.

A group chat app such as Groupme is almost a must anymore. This will save time having to text or call each person individually. Even mass emails can get missed.

Once you get your team account login, each player's contact info can be found there. But, I would suggest confirming the preferred contact phone number and email with parents at your team meeting. Over time, some don't update the info in their getsoccer account. If the info you get is different, ask them to update it in getsoccer.

### **Game schedules.**

5U-8U teams will be in-house and scheduled by our club scheduler. For 9U and above, teams will travel and games scheduled by OSA. I will post links on our website under schedules when they become available.

### **Rescheduling a game.**

We understand last minute emergencies, but would prefer at least a week's notice of any reschedule. Away game reschedules are handled by the away club policy and may be different.

If you need to reschedule a home game, contact the coach of the other team through the chat feature described above. Agree to at least two new dates and approx. times. If you have used the chat feature and haven't heard back in approx. 48hrs, contact [reschedules@mwcsoccer.org](mailto:reschedules@mwcsoccer.org) to try and get help with contacting other coach. Send an email to [reschedules@mwcsoccer.org](mailto:reschedules@mwcsoccer.org) with those dates and times. Our scheduler will try to get one of those dates setup and contact you.

If you need to reschedule an away game, you must contact the away coach through the chat feature described above. The away coach should notify you of the away clubs rescheduling policy and handle the contact with that club's scheduler to get a new game and time. If after using the chat feature you have not heard from the other coach within 48hrs, it is recommended to contact our scheduler to get assistance with contact.

If you are playing in a USYSA/OSA sanctioned tournament, the other team **MUST** reschedule, but I would suggest at least a week's notice or more in order to maintain a positive relationship. No one likes last minute cancelations, especially when they have to notify a whole team of the change.

### **Game rainout or canceled**

Rainouts at our club will be posted on website, Facebook and a mass email will be sent out. Our in-house U5-U8 games will be rescheduled by us, so no action is needed by coaches. U9 and above will need to contact the away coach to notify them of the cancelation. You must attempt to make contact at least two of three ways. Email, text, call or chat. Once contact is made, you are good to work on rescheduling the game same as above.

### **Secondary players and club player passes**

If your team needs additional players for a single game or maybe even the rest of the season, there are options. Please don't let a low roster wear your players and parents out.





Players from other Mwc Club teams can be placed on your roster as secondary players. They can then play any game throughout the season that does not conflict with their primary team. Number of secondary players allowed varies by age group.

Players can also be given “club player pass” status and play for multiple teams. But, they are assigned per game, and cannot just freely play all season after playing once with your team. You must notify us for each game that you want them to play. Number of club player pass players per game varies by age group.

See OSA policies and procedures link below for more information on either of these options.

If you wish to utilize either of these options, contact [registrar@mwcsoccer.org](mailto:registrar@mwcsoccer.org) to get them setup.

### **50% play rule**

Recreational coaches are required to play all players at least 50% of each game. There are exceptions to this rule for discipline. We follow OSA’s policy on these exceptions. Here is OSA’s policy taken straight from page 17:

”As per Oklahoma Recreational Policies and Procedures Part III Section H., each player on a recreational team has the right to play at least 50% of every game in which the team participates. The Oklahoma Recreational League Committee deems that it shall be the responsibility of each coach to strictly comply with this policy. Notwithstanding this, it is recognized that there are instances in which this right may be restricted.

This policy of the Oklahoma Recreational League Committee permits a coach to deny the player's right to play in one game, or restrict playing time to one quarter of a game; provided that the coach must have established a written disciplinary policy setting forth standards which differentiate between discipline for failure to practice and discipline for unsportsmanlike or violent conduct at practice. Such disciplinary policy must be approved by the Home Club and be published to the team’s players and players’ parent(s)/guardian(s) prior to the commencement of the season. This policy and any club or team standards of conduct shall be uniformly applied, without bias, to all players on a team. In no instance may a coach restrict playing time below one half game in consideration of a player’s ability or skill.

The Oklahoma Recreational League Committee has adopted the following requirements for application of this policy:

3.A coach may restrict playing time to a single quarter of one game for three or more absences to practice provided that the reason for such absences are not for attendance at school or church functions. In order to document such absences it is required that each coach note player attendance to practices and be able to provide specific information as to the dates of practices missed. Such restriction must be noted on the game form and the player and player’s parent(s)/guardian(s) must be notified in twenty-four hours advance.

4.A coach may deny for one game a players right to play for violent or unsportsmanlike conduct at practice. Such restriction must be noted on the game form and the player and player’s parent(s)/guardian(s) must be notified twenty-four hours in advance.

5.In any situation where the coach believes it is necessary to deny or restrict a player’s playing time, the written approval of a Club Administrator must be obtained in advance of notification to the player.



This policy does not preclude restriction of a player's playing time due to injury, illness or other substantive reason as mutually agreed upon by the coach, player and/or player's parent(s)/guardian(s).

Failure to comply with this policy may result in disciplinary action against the coach by the governing authority in accordance with ORL Policies and Procedures, Section IX."

### **Help closing building and gates**

With the increased number of teams and practices on club fields, we cannot always guarantee a board member will be present to lock up the building and gates at the end of your practices. We currently open the north gate for easier access to and from recreational fields at the park. Unfortunately, if a gate gets left open all night, it will usually be the north gate. Competitive team may practice after dark and when the coach leaves, they will leave out the south gate. Since they entered the south gate and left the south gate, they never think about the north gate. So if you are going out or circling Morris McGee and see the north gate open after dark and not many teams left practicing around you, please lock the gate.

If you are practicing on club fields and are the last or near last team leaving, please check the building. We try to open the restrooms, but need to make sure doors get locked each night. If we work together and communicate, we can cut down on our chances of theft or damage to property during the night.

### **Policies, procedures and rules**

IFAB/FIFA laws of the game-  
[http://www.fifa.com/mm/Document/FootballDevelopment/Refereeing/02/79/92/44/Laws.of.the.Game.2016.2017\\_Neutral.pdf](http://www.fifa.com/mm/Document/FootballDevelopment/Refereeing/02/79/92/44/Laws.of.the.Game.2016.2017_Neutral.pdf)

Mwc Soccer Club By-Laws contain the addendum to IFAB/Fifa for 5U-8U and are on our website- <http://www.mwcsoccer.org/Content/directors/upimg/dir2819/mwsc%20by-laws%209-6-2016.pdf>

Traveling recreational follows OSA Recreational Policy and Procedures- <http://usys-assets.ae-admin.com/assets/978/15/ORLPoliciesandProceduresupdated062016.pdf>

Competitive teams follow OSA Competitive Policies- [https://usys-assets.ae-admin.com/assets/978/15/OSA\\_COMPETITIVE\\_POLICIES\\_Approved06151.PDF](https://usys-assets.ae-admin.com/assets/978/15/OSA_COMPETITIVE_POLICIES_Approved06151.PDF)

Field sizes and small sided game rules can be found in the 2016 US Soccer player initiatives. <https://usys-assets.ae-admin.com/assets/978/15/Player%20Development%20Initiatives%202016.pdf>

All these links, along with some training links, can be found on our website under Coaches Corner.

Last, but not least, any problems, concerns or questions, contact me at (405)760-9696.