



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.

Coaches MUST complete the Background Check, HeadsUp and SafeSport before they can be added to the team.

Background Check

To be a coach, assistant coach or team manager, you must have a background check done through your coaches/team manager GotSport account. Once our club registrar is notified that you will be coaching or team manager, they will create an account in GotSport. They will provide you with your login and password. Feel free to change the password.

All of the below GotSport links can be found using the Blue Help Button at the lower right of your screen in your GotSport account. Just search what you are trying to figure out.

Instructions to submit the background check are online here: <https://gotsport.zendesk.com/hc/en-us/articles/360049592294-Submitting-Background-Check>

Most background checks are approved within a day or so. If something shows up on your background check, OSA may contact you for more information. Based on the information provided, OSA will approve or disapprove you as a coach.

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 1st every year.

Concussion training

Per OSA, Coaches and team managers are required to complete the HeadsUP online concussion training.

Instructions to complete the HeadsUp training are online here: <https://gotsport.zendesk.com/hc/en-us/articles/360052923734-Submitting-Heads-Up>



Safe Sport

On February 14th, 2018, the President signed the **Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017** which is aimed at protecting amateur athletes* from sexual abuse. What exactly does the Law state?

The Law has a three-pronged approach:

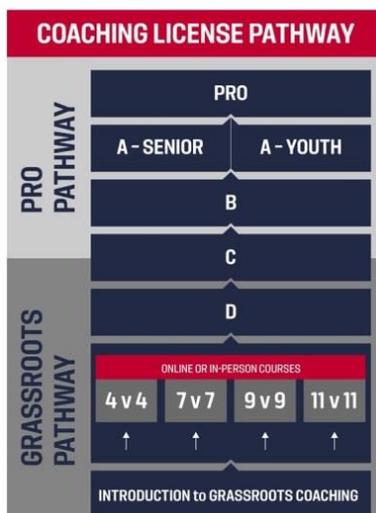
1. Any adult interacting with amateur athletes in the program has a duty to report abuse and or suspected abuse within a 24 hour period. EVERY adult is a mandatory reporter.
2. The statute of limitations is extended for up to 10 years after a victim realizes he or she was abused.
3. Limits an athlete under the age of 18 from being alone with an adult who is not their parent.

Instructions to complete the Safe Sport training are online here:

<https://gotsport.zendesk.com/hc/en-us/articles/360050389574-Submitting-Safe-Sport>

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.



As of Spring 2018, the Grassroots Coaching Courses replaced the E and F. The grassroots courses are slowly coming available online and are also offered in person at limited locations.

Coaching courses and information are on the OSA website http://www.oksoccer.com/coaching/coaching_courses/. Here is the current coaching license pathway from US Soccer.

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



GotSport 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 to your GotSport account, your teams will be under “Team Management”.

Game Cards, Player ID's and Rosters

All U9 and above teams need player/coach identification cards. Coaches MUST be listed on the game card to coach the game. Player/coach cards MUST have a head shot photo of the player/coach. They must be individual laminated cards or can use virtual GotSport cards.

Info on how to print game cards, player ids, and rosters can be found online here:

Match card- <https://gotsport.zendesk.com/hc/en-us/articles/360052832054-How-to-Print-a-Match-Card>

Player ID's and roster- <https://gotsport.zendesk.com/hc/en-us/articles/360053455954-Printing-Roster-Player-Cards-For-An-Event-Roster-Team->

Player ID's and Roster will be under the 20/21 OSA Registration Event- Recreational.

If you need to reschedule a game or contact the coach of the other team, use the chat feature under your team management>matches>green plus sign next to game you need to chat on.

Instructions on chat feature can be found online here: <https://gotsport.zendesk.com/hc/en-us/articles/1500000495702-How-to-Use-the-Team-Chat-Function-with-GotSport>

It is highly recommended to check your game card and your opponents game card several days prior to your game to ensure coaches are listed. If your opponent does not have any coaches on their game card, it is suggested to contact the other club and advise them their game will not be played at Mwc without coaches on the card. If they show up without coaches, we will be forced to pay our referees even though the game will not be played. Per our club's policy, the team that forced the abandoned match will be responsible to pay cash for the referee fees for the rescheduled game. Contact Jerry Grimes, referees@mwcsoccer.org, for referee fee amounts.

Blackout Dates

You can submit 4 no play(blackout) dates per season.

Submit the dates through your “Team Management”:

GotSport account>team management>click team name>Team registrations>Click the league>Schedule requests>click the date they want to blackout>Click new blackout>Click create schedule param. Date will then show blackout on calendar.

Can remove blackout by clicking on it on the calendar and remove.



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@mwcsoccer.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 10th&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 1st and July 1st, 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 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.

Keeper Training

Due to the specialty of the position, the club offers free keeper training for U9 and above players that are currently playing goalkeeper or are interested in playing goalkeeper. The dates of the training can vary season to season and sometimes week to week based on availability of the coach. Dates will be posted on social media and emailed as soon as they are set.

Game schedules.

U5-U8 teams will be in-house and scheduled by our club scheduler. U9 and above teams travel to other clubs and games scheduled by OSA or closed league admin. 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 to try and get help with contacting other coach. Once you have agreed to at least two dates, use this form, <https://form.jotform.com/90384617413154> to request a reschedule. The form link is located on our website under "Contact US" tab and under recreation>reschedule policy. 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. Secondary players cannot be switched out freely game to game. Choose wisely on secondary players. Once they are placed on your team as a secondary, they stay throughout the season.

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 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:

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 a 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 player's 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. 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- <https://www.theifab.com/home>

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/u5-u8%20addendum.pdf>

Traveling recreational follows OSA Recreational Policy and Procedures <https://usys-assets.ae-admin.com/assets/978/15/ORLPoliciesandProceduresPDF210114.pdf>

Competitive teams follow OSA Competitive Policies- <https://usys-assets.ae-admin.com/assets/978/15/OSA%20COMPETITIVE%20POLICIES%202.20181.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, questions or ideas, contact me.

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