



North Puget Sound League 2009-2010 Operating Procedures

1.1 Introduction

- (a) In order to provide an environment under which the development of youth soccer players is maximized, an Inter-District North Puget Sound League (hereafter known as the NPSL) has been formed for age groups Under-11 through Under-15. It is administered by Districts I and II of Washington Youth Soccer Association.
- (b) The Washington Youth Soccer Bylaws and Operating Procedures are the governing documents. Modifications to the Operating Procedures and Rules of Competition have been made expressly for NPSL competition. The Operating Procedures and Rules of Competition contained herein shall govern the conduct of the NPSL.

1.2 Administration

- (a) Districts I and II will jointly administer the NPSL.
- (b) An NPSL Committee will be established. This Committee will be responsible for NPSL league formation, and other administration activities.
- (c) The NPSL Committee shall consist of the: District Commissioners, District Directors of Competition and an NPSL League Administrator appointed by the District Commissioners.
- (d) The NPSL Committee may appoint a League Scorekeeper.
- (e) The NPSL will play a traditional, 12 game fall season, September through mid- December. No games will be scheduled on the weekend after Thanksgiving Day.
- (f) The NPSL Committee will formulate and publish the Operating Procedures and Rules of Competition for the NPSL.

1.3 NPSL Structure

- (a) The league structure for each division is based on the number of applicants. If teams drop, the league will be played as scheduled with a 'bye' inserted where games were previously scheduled, unless a new team is inserted by the NPSL Committee approval.

1.4 Team Eligibility

- (a) All teams must submit applications of interest by the prescribed date on the form. Applications and team payment will only be accepted through normal district procedures for participating districts.
- (b) Teams must be in good standing with all League, Association, and District fees and fines from the prior season before their application will be accepted.

1.5 Entry Forms and Fee

- (a) To enter the NPSL, it is required that teams follow their respective district league application and payment processes. NPSL
- (b) The entry deadline for all teams is TBD.
- (c) If any team withdraws under any circumstance after August 1, the team's entry fee will not be reimbursed.
- (d) During league play, any team having an unexcused forfeiture, as determined by the NPSL Committee, will be fined \$150.00 for the first occurrence. A second unexcused forfeiture may constitute a withdrawal from the NPSL, and the team's Member Association will be fined an additional \$300.00.



North Puget Sound League 2009-2010 Operating Procedures

- (e) Team entry forms must be accompanied by a preliminary team roster, signed by the Member Association Registrar.

1.6 League Standings/Tie Breaker

- (a) Three (3) points will be given for each win, one (1) point for each tie, and zero (0) points for a loss.
- (b) If any ties exist in Division standings, the following criteria will be used for breaking those ties (except as qualified elsewhere in this document):
 - (1) Head to head.
 - (2) Fewest goals against: All league games.
 - (3) Best goal differential: All league games.
 - (4) Flip a coin.
- (c) Ties in Divisional standings between three or more teams will be resolved as follows:
 - (1) Eliminate the results of all teams not tied.
 - (2) Apply the point system to the remaining teams which are tied.
 - (3) For teams that remain tied; the following criteria will be used for breaking those ties.
 - (i) Head to head.
 - (ii) Fewest goals against.
 - (iii) Best goal differential.
 - (iv) Flip a coin.
- (d) For leagues that provide an uneven number of games, standings will be based on the ratio of achieved points to maximum points teams may obtain (e.g., Team A has 27 of possible 30 points = .900 versus Team B has 27 of possible 33 points = .818).

1.7 Recognition Awards

Recognition of winning teams will be accomplished through the presentation of awards, budget permitting. Awards may be in the form of individual trophies, medallions, and/or team trophies.

1.8 Rules of Play

- (a) All league play, tournaments, and special competition under the jurisdiction of the NPSL shall be conducted in accordance with current Washington Youth Soccer Rules of Competition, except as modified herein.

1.9 Player's Equipment

Each player shall have a number on the player's jersey. The number shall be affixed to the back of the jersey, clearly visible and a minimum of six (6) inches high. Each player on a team must wear a number different from the number of every other player on the team. Numbered jerseys for goalkeepers are optional.

1.10 Game Sheets

- (a) Prior to a NPSL game, coaches must provide the referee with a NPSL approved game sheet (or equivalent) and valid player passes for all players upon referee request.
- (b) All misconduct incident reports must be reported to the NPSL following the NPSL Disciplinary Committee process.

1.11 Coaching/Sideline Conduct

- (a) Coaching from the sidelines – giving direction to one's own team on points of strategy and position – is permitted, provided:
 - (1) Neither mechanical nor electronic devices are used;
 - (2) The tone of voice is informative and not a harangue.



North Puget Sound League 2009-2010 Operating Procedures

- (b) All coaches, substitute players and other bench personnel are to remain within the “coaching area” (two yards behind the touch line and not within eighteen yards of the goal line).
- (c) No player, coach, substitute player or other bench personnel are to make derogatory remarks or gestures to the referees, other players, substitutes, or spectators.
- (d) No player, coach, substitute player or other bench person is to use profanity.
- (e) No player, coach, substitute player or other bench person is to incite, in any manner, or engage in any kind of disruptive behavior.
- (f) If the above rules are violated, the referee shall ask the offending party for compliance with the rules. The referee may file a written incident report to the NPSL office, attn: NPSL Disciplinary Committee.
- (g) In the event that compliance is not received from the offending party, the referee shall ask the offending party to leave the playing area. If this request is made, the referee must file a written incident report to the NPSL Disciplinary Committee.
- (h) If the offending party refuses to leave the playing area, or returns after leaving, the referee shall abandon the match and file a written incident report of the game abandonment with the NPSL Disciplinary Committee.
- (i) It shall be the responsibility of each team to maintain proper spectator conduct. Each coach, manager and team, club, or league official shall be held primarily accountable for the conduct of the spectators for or from their respective teams. At no time shall foul or abusive language be permitted at any field.

1.12 Scheduling of Games

- (a) Regularly scheduled NPSL games shall have priority over any and all competition entered into by NPSL teams.
- (b) The NPSL Committee is responsible for scheduling of all games. They have final authority to determine division seeding and playing dates.
- (c) NPSL games will be scheduled on weekends using the following age group guidelines, B/G U11 through U14 will play on Saturdays , B/G U15 and older will play on Sundays. Exceptions to this scheduling policy will be managed by the NPSL Committee.
- (d) The Home team determines field location, sideline policy and kick-off time. Teams must provide their opponents with home game and requested kick-off time information:
 - (1) League games should be scheduled to begin no earlier than 9:00 AM and no later than 5:00 PM, unless agreed to by the visiting team in writing (includes fax and E-mail) at least two (2) weeks prior to the game.
 - (2) Teams traveling more than 2 hours for one game need to have time to travel in the same day. These games should not start before 11:00 AM or after 4:00 PM. The Association address of the traveling team to the scheduled game field determines travel time.
 - (3) Failure to schedule game start times within the prescribed guidelines may result in a mandatory game reschedule at the discretion of the NPSL Administrator.
- (e) The respective NPSL Administrator must approve all schedule changes. A schedule change request must be agreed to by both teams and must be submitted to the NPSL Administrator prior to the scheduled game date on the “NPSL Game Reschedule Request” form. If the request is approved, the home team is responsible for rescheduling the field and the officials. If a team fails to show, on this date, that team will receive a loss for that game. If both teams fail to show, both teams will receive a loss for that game, zero points for both teams.



North Puget Sound League 2009-2010 Operating Procedures

- (f) If a referee declares a field unplayable at kick-off time or the field is closed by the field administrator, both coaches must report the postponement to the NPSL Administrator. The home team is responsible for rescheduling the game with the approval of the visiting team. If the teams cannot agree on a reschedule date, the NPSL Administrator will determine the reschedule date and location. The designated home team will be responsible for any field rental and referee expenses. If a team fails to show, on this date, that team will receive a loss for that game. If both teams fail to show, both teams will receive a loss for that game, zero points for both teams.
- (g) If a game is not played because there was no referee and a substitute could not be agreed upon (reference NPSL Rule "Officiating"), subject to the approval of the respective NPSL Administrator, the visiting team may have the choice of rematch date and location. If there is no referee at the rescheduled game and a substitute cannot be agreed upon, the respective NPSL Administrator will reschedule the game at the expense of both teams.
- (h) If both teams have been notified of the game location and kick-off time, and one team fails to show up for the game, following a fifteen (15) minute grace period, the game will be forfeited to the showing team with a score of 1-0.
- (i) If both teams have been notified of the game location and kick-off time, and both teams fail to show up for the game, both teams will receive a loss for that game, zero points for both teams.
- (j) All league games must be played by the final weekend of the league season unless approved in advance by the respective NPSL Administrator.

1.13 Responsibilities of Coaches/Managers

- (a) The following are the responsibilities of the assigned "home team":
 - (1) Marking the field-of play;
 - (2) Providing a proper game ball;
 - (3) Providing nets and corner flags;
 - (4) Providing adequate directions to the opposing team to the "home team's" venue as soon as game time and location are scheduled by the local scheduler, and at least seventy-two (72) hours prior to the game and by no later than 9:00 PM Wednesday night.
 - (5) Communicating the sideline policy to the opposing team, and the match referees.
- (b) Visiting teams must confirm receipt of the above "directions" by no later than 9:00 PM Thursday night.
- (c) Failure of the "home team" to properly notify the visiting team of game time and location and failure of the "visiting team" to acknowledge receipt of the game time and location information may result in a rescheduled game at the discretion of the NPSL Administrator.
- (d) Weather conditions and field closures are the exception to the aforementioned game notification and confirmation rules.
- (e) The Coach or Manager of both teams (regardless of win, loss, or tie) must report the final game score to the NPSL Administrator by Monday following the game. Teams that do not report their score may be fined \$15 for each occurrence.
- (f) Any coach, assistant coach, team manager, or other party having direct contact with players must be in compliance with Washington Youth Soccer's Risk Management Policy.



North Puget Sound League 2009-2010 Operating Procedures

1.14 Reporting Scores

- (a) Teams must report the game score as directed by the NPSL Administrator.
- (b) If a game was not played as scheduled for any reason, this information must be reported to the NPSL Administrator.
- (c) If a game is rescheduled, the score must be reported to the NPSL Administrator following the actual game..
- (d) If a game was abandoned, this information must be reported to the NPSL Administrator..

1.15 Officiating

- (a) A referee shall be assigned to officiate each game with the authority assigned as specified in the "Laws of the Game" (FIFA).
- (b) If possible, the Referee Assignor will be responsible for scheduling properly registered and qualified referees and assistant referees.
- (c) If assistant referees cannot be scheduled, each team must provide one (1) person to act as club linemen, if the referee wishes.
- (d) Referees who are also coaches, team managers, or relatives of players-of-record in a given age group of the NPSL shall not be assigned matches in that age and gender group. Other individuals should disqualify themselves if there is a conflict of interest in that age and gender group.
- (e) Failure of a referee to show up within fifteen (15) minutes of a scheduled game time will constitute grounds for a rematch. A substitute official may be chosen upon agreement by both coaches and the substitute's decisions will be final.
- (f) Coaches may file a letter of concern on a referee to the Washington Youth Soccer Youth Referee Administrator.
- (g) It is the responsibility of the Member Association or Club to send a complete NPSL game schedule to the Referee Coordinator responsible for scheduling referees for their NPSL games at the earliest opportunity.
- (h) Before the start of each game, the referee will ensure the home team's sideline policy is followed.
- (i) If any player has been sent off the field of play by the referee for violating the "Laws of the game", the referee must file a written report following the completion of the game to the NPSL Disciplinary Committee. (Contact information will be available on the NPSL and NPSL websites.)
- (j) Before the start of each game, the referee will obtain a game sheet and collect the player passes from each team. Players not listed on the game sheet and not possessing a valid player pass will not be allowed to participate in the game. At the end of the game, the referee will note on the game sheet: the final score, misconducts issued, and any other information deemed appropriate. The referee will return one copy of each game sheet to each team, and if misconducts were issued or other problems noted, return or fax the white copy to the NPSL Disciplinary Committee office. (Contact information will be available on the NYSA and NPSL websites.)
- (k) Player passes are to be surrendered to the referee prior to each game. The referee will return ALL passes to the coach at the conclusion of the game. The passes will be used to copy accurate information to the referee's misconduct report.



North Puget Sound League 2009-2010 Operating Procedures

1.16 Game Abandonment

- (a) If it has been determined that a NPSL game is abandoned by the referee due to actions of the coach, players, spectators or any combination thereof, NO REPLAY WILL BE GRANTED.
- (b) Furthermore, if at the time of the abandonment:
 - (1) The opposing team is ahead, the score will be the final score.
 - (2) The team causing the abandonment is ahead, the game shall be considered forfeited and a score of 1-0 in favor of the opposing team will be awarded.
 - (3) If the score is tied, the game shall be considered forfeited and a score of 1-0 in favor of the opposing team will be awarded.
 - (4) If it has been determined that both teams caused the abandonment, then both teams will be given a loss, zero points for both teams.

1.17 Disciplinary

- (a) Districts participating in the NPSL shall approve a Disciplinary Committee Director who shall form a Disciplinary Committee. This Committee, shall review each week on Thursday evenings (unless otherwise notified), written reports submitted by referees, and forwarded to them for processing, any misconduct at NPSL games played the weekend previous to the meeting. It shall be the responsibility of the coach, or listed alternate, to contact their District office or Disciplinary Committee Director to obtain notification of action taken.
- (b) The Disciplinary Code is covered in the Washington Youth Soccer Administrative Handbook, Rule 605.
- (c) Players that accumulate three yellow cards during the NPSL season will be ineligible to compete in their next scheduled NPSL game. Yellow card totals will not be carried over from the league season to other events.
- (d) Players receiving a red card will be ineligible to compete in their next regularly scheduled game after the next regularly scheduled Disciplinary Committee hearing, unless the red card is canceled or reduced by the Disciplinary Committee. A more severe penalty may be applied by the Disciplinary Committee under established guidelines.
- (e) Penalty points will be accumulated over the seasonal year. Yellow cards will be accumulated at one (1) point each, red cards at three (3) points each.
- (f) Players that accumulate seven (7) points from red and/or yellow card accumulation during the seasonal year will be suspended and be required to petition the Disciplinary Committee for reinstatement of eligibility to compete on any Washington Youth Soccer team. Upon reinstatement, the Disciplinary Committee will set the terms and conditions of probation. Failure to comply with the terms and conditions of probation may cause those player(s) to be suspended for the remainder of the seasonal year.
- (g) A coach of a team receiving fifteen (15) points accumulated from red and/or yellow cards during the seasonal year will be required to appear before the Disciplinary Committee, which will determine appropriate action. Failure of the coach to appear after notification will cause the coach to be suspended, and require written petition to the Disciplinary Committee for reinstatement of eligibility to coach this or any Washington Youth Soccer team.
- (h) All petitions for reinstatement must be accompanied by a \$50.00 non-refundable fee.
- (i) All misconduct reports will be entered online by referees to the NPSL website. They will be forwarded to the appropriate District Disciplinary Committee for processing.



North Puget Sound League 2009-2010 Operating Procedures

1.18 **Disputing Misconduct Reports**

- (a) If a player or coach wishes to dispute a red or yellow card that they received, they must appear before the Disciplinary Committee at the meeting held the week following the game in which the player or coach received the red or yellow card. Players and coaches are encouraged to contact the NPSL Disciplinary Committee for an appointment at such meeting.
- (b) The Disciplinary Committee must notify the player, coach, Association and appropriate NPSL Administrator of any decisions.
- (c) All protests must be handled by the Washington Youth Soccer or District Appeals Committee per the Washington Youth Soccer Rules of Competition.

1.19 **Ethics**

- (a) No coach/player will have in his/her possession, or consume, alcoholic beverages during any NPSL event.
- (b) All coaches, managers, players and spectators will adhere to the Washington Youth Soccer Code of Ethics (Rule 608).
- (c) Any coach, manager or official found guilty by a Washington Youth Soccer Ethics Committee of knowingly using an ineligible player(s) (over-age, improperly registered, or under disciplinary suspension) will be suspended from participation in all Washington Youth Soccer activities not to exceed the current and subsequent seasonal year.