



Garrison City F.C.

PO Box 1495, Dover, NH, 03820

www.garrisoncityfc.org

Coaches Checklist

Thank you for volunteering in our organization. As a coach you will be contributing to the success of the program and the welfare of the children you have on your team. DSA is here to provide support to make your season as successful one. Feel free to talk to the VP of Travel or other DSA coaches if you have any concerns or other questions, but the following should answer many frequently asked questions.

Coaching Clinics

Dover Soccer recommends that all coaches attend an age appropriate coaching clinic or course. All coaches who attend a recognized New Hampshire Soccer Association (NHSA) or United States Soccer Federation (USSF) coaching clinic as a DSA coach are eligible for full course fee refund. (Currently up to the D-License level - this does not include travel expenses) Submit proof of payment and completion to DSA treasurer for reimbursement.

Check our website for coaching links and resources.

Coaching qualification

Head coaches must have (at least) the appropriate course and license for the age group they are coaching, or be preparing to take the course prior to the start of that season. DSA highly recommends that all assistant coaches look at participating in age relevant courses.

Kids Safe Registration

Each participating coach is required to pass a background check using the Kids Safe program. You will be e-mailed a link or given the web address to complete this task. Currently an \$11 charge is assessed for this service, and is fully reimbursed by DSA with receipt.

League Registration

If you are coaching in the Granite State League (GSYSL), they require each Head Coach and Assistant Coach to register each season (Spring & Fall). This allows each roster to be entered and all relevant information to go directly to the Head Coach as needed. This should be done through the Granite State website:

<http://www.granitestatesoccer.com/MainPage.ashx>

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Team Notification

Once your roster is set, the VP of Travel or the Club Registrar will forward your team's contact information. You should at this point send an e-mail with the following information:

- Welcome to the team/program
- introduction of yourself
- a timeline for the coming months (start & end of season, tournaments, # of games)
- practice information (two times a week, possible days/times)
- personal equipment/gear needs (cleats, mouth guard, etc.)

You can ask another coach for a copy of a typical 'introduction' message, if you would like to use it as a model.

Coaches Meetings

Both Granite State and Dover Soccer Association will have coaches meetings prior to each season. We ask that head coaches try to attend a GSYSL meeting once a year. The DSA meetings are mandatory for all coaches.

Preseason Parent's Meeting

Prior to your first practice or immediately following your first practice, you should hold a group parent's meeting. This is an opportunity to set expectations and goals for the coming season, talk about your coaching philosophy, gather important contact/medical information you may be lacking, or address individual parent concerns on a one to one basis. Have parents return and go over the Player/Parent Code of Conduct as a reminder of both their & their child's responsibilities.

Team/Player Placement Questions

Any questions regarding team make up, player placement, division choice, etc. will be directed to the VP of Travel. A lot of time and thought goes into the team organization and placement each season by the Team Selection Committee. The VP of travel will answer parent concerns directly.

Equipment

DSA's Equipment Manager will provide each team/coach with the following:

- First Aid Kit
- Ice packs
- Practice Cones
- Pinnies
- Game balls

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- Pump
- Patches (if needed for 'patch' tourneys)
- Goalkeeper jersey and goalie gloves
- A key to the storage garage, which in turns allows access to the bathroom key.

The first aid kit, ice packs, medical release forms and contact information MUST be brought to every practice and game.

Each child will receive a new ball prior to each Fall season. Returning players will have their own uniforms, (unless we have moved to a new vendor) and new players' gear will be provided to you prior to the start of games. Spring players have the option of purchasing a new soccer ball from DSA Equipment Manager. Returning players may purchase replacement items, but this must be done through the Equipment Manager.

Rosters & Player Passes

The DSA registrar will provide you with an official Granite State roster and copies for each of your games. Keep the rosters with you at all games. Some refs will ask for a copy, some won't. You may want to put them in a sturdy Ziploc bag to protect them from rain.

A new player card/pass will be generated for each player yearly. The head coach will receive these cards from the DSA registrar and players will need to sign the back and return it for lamination. If the child does go by a nickname, be sure they sign using their full birth name on the reverse side of the card. It is advisable that the Head Coach keep all the player cards and distribute and collect them at all games.

Referee Payments

The DSA Treasurer will prepare checks for all head coaches to cover referee costs based on the number of games you will have scheduled. The home team pays half of the ref fee and the visiting team pays the other half. For example, a U10 coach that is scheduled for 8 games will receive a check for \$80 (8 games @ \$10 a game). Payment is made at the start of the games. DSA will provide you with a receipt to fill out for each ref payment. The receipts will need to be turned in to the DSA Treasurer at the end of the season. Typically, you will not need to pay the refs for any jamboree/tournaments - the cost is included in the registration.

Practices

During the first few practices, a few important areas to address are dealt with below. Plan on arriving at least 15 or 20 minutes early to set up cones, pinnies, move goals, etc. When the first players arrive, you should already be set up. Follow USSF Best Practices for your session, come with a plan, dressed to coach, remove Bluetooth

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devices and be enthusiastic!

Prior to your first practice, please read through our Player Development Guidelines available on our website.

Game situations

For first time coaches especially at the younger ages, there are a few 'basics' that you need to be sure you work on prior to your first games. Some kids may have played before, but it is important that all players know what to do in each situation.

1. **Kick-offs/restarts;** proper technique and procedure. Two players at all times. Ball must move forward/towards opponent's goal. Kick off player cannot touch it twice until touched by another player. Develop varied kick off routines. Kick offs occur at the start of each half and after each goal scored. Teach both offensive and defensive positions for this event.
2. **Free-kicks;** proper technique and procedure. In U10 and below age brackets all free kick awards are indirect. If you are close to your opponent's goal you may want to practice two player 'touch and shoot' scenarios with your players. If you are further away, or in your defensive half, one player will suffice. Teach defense of free kicks that would be within shooting range of your goal as well. This may include building a small 'wall' and having players charge on the 'touch'
3. **Throw-ins;** proper technique and procedure. Two hands on the ball, take a few steps back from appointed spot, feet facing the target area, take your steps forward, plant front foot, ball behind head and strong release. Teach both offensive and defensive positions for this event.
4. **Corner kicks;** proper technique and procedure. Ball placed within/on the quadrant line. Prefer right footed players take from right side of field and vice-versa if available to you. Teach both offensive and defensive positions for this event.
5. **Penalty kicks;** proper technique and procedure. *(Only for U11 and above)*
6. **Offside Rule;** Teach both offensive and defensive positioning and tactics. 'Traps' etc. can be introduced. Please be sure to read and understand the rule as written. *(Only for U11 and above)*

Home field setup

If your team is the first scheduled team on a field, it is the responsibility of the coaches to ensure sure the field is ready for play. This includes setting up corner flags (located

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inside the storage shed) and moving goals into place and securing with supplied saddlebag anchors.

If you are the last game scheduled on a field for the day, it is your responsibility to clear the field. This includes removing the corner flags, and moving the goals to a neutral area off the playing field.

Coaches technical area

Each team has a bench area on one side of the field at each game. There will be a neutral area for referees use. Team coaches should remain in their own technical areas. Only when called on by the referee should a coach enter the playing area.

Parent's seating area

Parents are only allowed to sit on the opposite side of the field in relation to the team benches. No parent may enter the player side of the field, unless instructed to do so by the referee.

Playing time

One of the more contentious issues you will find; if properly addressed in your pre-season Parent-Coach meeting, everyone should have a clear understanding of your expectation, goals and reasoning for distribution of playing time.

Team photos (Fall teams only)

Each Fall season, DSA will organize a Travel Team picture for your team. Each team will have their photographs taken in their full green uniforms. Picture forms & time slot will be passed out a week or two prior to the event.

Tournament/Jamboree

Each season your team will have the opportunity to participate in a season kick-off Jamboree event and a late season tournament. Dependent on the season (Spring or Fall) the format and timing will vary. The VP of Travel will have information on these events. These events are optional, but the cost of these events are typically built into the player registration fee

Some tournaments are 'patch tournaments.' If you are attending a patch event, you will be provided DSA patches that the kids can swap with other participating teams.

Jamborees

GSYSL teams will participate in the season kick off events. GSYSL Fall Jamboree is held at the Seacoast United outdoor complex in Epping, NH.

Amherst Tournament (Spring event)

A Memorial weekend event for both boys & girls.

Coastal Summer Challenge (Spring event)

An elite team event. Typically only stronger DSA teams will go to this event. It is run by Seacoast United on the Bowdoin College campus in Brunswick, Maine over the Father's Day weekend. A great venue, with opposition from all over New England and possibly one or two from Canada. Teams in the past have opted to stay in & around the Freeport, ME area and make a weekend of it..(these expenses NOT covered by DSA!)

York Tournament (Fall event)

For the Fall York tournament, as a registered Head Coach you will be contacted a few weeks prior by the organizer of the tournament to submit a roster. This roster is for the vendor who provides the hoodies and t-shirts. We have had players show up to purchase only to find their names had not been submitted. This is a coach's responsibility for the York tournament.

End of Season celebration

After your season is over, DSA will provide younger aged teams an allowance of \$150 per team (reimbursed, with receipts) to allow the Head Coach to host an end of season celebration. This allows for photo/trophy presentation and any awards that the coach may come up with i.e. Most Improved etc. Teams in the past have gone to the likes of La Festa or Kendall Pond for Pizza & Salad. Feel free to ask other coaches for past locations, ideas and suggestions. (Alcoholic beverages are not to be included in any reimbursement request)

Skills Recognition

To encourage juggling skills, DSA provides pins for players at several benchmarks (5, 10, 15, etc.). The pins are located in the storage shed and may be given out to players who achieve the benchmark with a coach present.

Player Evaluations

At the end of the season you will be required to complete a player evaluation form for each team member and have them reviewed by the VP of Travel or the Dir. of Player Development before handing them to the child's parents.