



Top Of Florida Soccer Club

Instructional Soccer Program Guide

Version a – Revised 09/10/09

About Top of Florida Soccer!

Top of Florida Soccer is located in Tallahassee, Florida and provides instructional and competitive soccer programs for youths 4 - 17.

The TOF Soccer Club is affiliated with the Florida Youth Soccer Association (FYSA) and the United States Youth Soccer Association (USYSA), which are recognized and governed by the Federal International Football Association (FIFA), the international governing body of soccer. The TOF-ISC is supervised by the Board of Directors of the Top of Florida Instructional Soccer Club.

Coaches and assistant coaches should be FYSA registered and are responsible for the operation of their teams and conduct of their fans, within the guidelines of the league. TOF abides by the FYSA code of ethics.

Top of Florida Soccer Club is committed to:

- Promoting player development through instruction in the rules and techniques of soccer
- Providing experiences that build sportsmanship and team work
- Maintaining a learning environment that promotes self-esteem
- Encouraging parents to support all players in a positive manner and demonstrate good sportsmanship in all situations
- Providing quality coaching
- Affording training opportunities to TOF coaches
- Offering opportunities for team competition in a regulated, safe playing environment
- Developing Competitive Division teams that are successful
- Ensuring equal playing opportunities for players on Instructional Division Teams
- Establishing regular, positive interaction between Instructional Division and Competitive Division players and coaches
- Identifying Instructional Division players and coaches with an interest in competitive soccer
- Providing financial assistance to players who need it

Our Volunteers

TOF is very appreciative of the volunteers who have taken a special interest in the success of Top of Florida Soccer Club and our children. These individuals give of themselves in so many ways in providing an opportunity for our kids to play the sport they love. If you would like to become a TOF Soccer Club volunteer, please contact us.

Role of the Volunteer Coach

No program can be a success without your good leadership. The hours will be long and you are serving without pay, but your job is most important. You will be building the moral fiber, mental health and physical strength of young players who will be the citizens of tomorrow.

These players are at a most impressionable age and the training you give them, good or bad, will have a lasting effect on their young lives. For some, playing on your team may be their only contact with organized sports. We know you will want them to remember it as a pleasurable and meaningful experience. Without your help, this program would not be possible.

TOP of Florida Instructional Soccer Policies

In addition to teaching the physical skills and techniques of the game, we ask that you work with the social and emotional development of the children by emphasizing self-discipline, cooperation, responsibility and most of all, good sportsmanship.

Our rules are written to encourage participation and enjoyment by all, rather than a strictly competitive, win-at-all costs program. We hope that you will measure "success" not simply in terms of team victories, but also, in the real enjoyment of playing a wonderful sport and having a great time!

Player eligibility

Our Instructional program is open to any individual meeting the age requirements. All players participating in either practice or a game **must be FYSA registered**.

Age group determination

July 31 is the age determination date. Players must be at least 4 years old to participate in our U6 group, and not older than 17 to participate with the U18 group.

Registration

The fee varies for the Spring, Fall and Winter season. This fee includes a complete uniform for the Spring and Fall season and a jersey and socks for the winter season. For players returning from a previous season who does not request a new uniform will have a discount applied to their registration fee. The registration fees are used to pay for field rentals and or referee services, FYSA fees, uniform purchases, insurance, professional instructions, and other operating/equipment costs.

Late registration fees

There is an additional \$5 fee added to any late registrations.

Refunds

A 100% refund will be made for all requests prior to kickoff. Prorated refunds will be made after this date based upon circumstances. All requests must be in writing to TOFIS.

Team selection

In a 3x1 attempt to achieve parity, players are randomly sorted to teams based upon several factors, with experience being highly weighted. Specific coach requests cannot be guaranteed (exception: parent coach). All efforts will be made to grant requests to be linked with another player. Players returning for the spring session will be assigned to their fall team, unless TOFIS receives a written request otherwise.

Games

All games must start on time. If the referee is late, with the mutual consent of both coaches, a parent will be selected to referee.

Laws of the Game

 (Unified "Laws of the Game" for TOF and Inter-League Play)

General Rules:

1. **Field Rule – No Dogs Allowed**
2. All games must start on time. If the referee is late, with the mutual consent of both coaches, a coach or parent will be selected to referee.
3. At the player's own risk, newly pierced stud type earrings may be worn only if covered by a band-aide. No other jewelry will be permitted.
4. Uniform shirts are to be tucked in prior to the start of the game as part of the referee uniform check. Shirts that become un-tucked through the course of the game shall not be penalized.
5. Slide tackling shall not be permitted at any age level.
6. Parents and spectators will assemble on the opposite side of the field from the Coach and players.
7. Coaches must stay on the sidelines within the coach's area. The coach's area shall be defined as the strip of turf outside the sideline within 15 yards of the sideline. Traveling up and down the field will not be permitted.
8. Parents, and spectators shall not be permitted to assemble behind the goal.

U6

Field Size: 75' x 125' Ball #3

Player # per Side: 4 vs. 4

Referee: Coaches shall serve as referee for the game, each referee shall referee for one half of the overall game time. Both coaches are permitted on the field for the entire duration of the game.

Duration: 2 x 12 minutes periods with 5 minutes break at half.

Ball Start: The ball shall be started with a kick-off at the beginning of each half. Each team will alternate kick-off at the beginning of each half starting with the team that wins the toss prior to the start of the game.

Substitutions: Unlimited substitutions at 6 minute intervals. Substitutions shall occur prior to throw-ins, goal kicks, corner kicks, after a goal or at the half. Substitutions shall be permitted to replace an injured player.

Fouls: any foul committed by the defensive team in their penalty area shall result in an indirect kick taken from the edge of the penalty box nearest the point where the infraction occurred. Opponents must be at least 6 yards from the ball when any free kick is taken. All kicks shall be indirect. Goal kicks are to be taken from the edge of the penalty box.

Off sides: none

Penalty kicks: none

Goalies: none

Throw-in Fouls: Referee explains the nature of the infraction and allows a redo.

U8

Field Size: 75' x 125' Ball #4

Player # per Side: 5 vs. 5

Referee: Coaches shall serve as referee for the game, each referee shall referee for one half of the overall game time. Both coaches are permitted on the field for the entire duration of the game.

Duration: 4 x 12 minutes quarters with 2 minutes break at quarter and 3 minutes break at half.

Ball Start: The ball shall be started with a kick-off at the beginning of each quarter. Each team will alternate kick-off at the beginning of each quarter starting with the team that wins the toss prior to the start of the game.

Substitutions: Unlimited substitutions at 6 minute intervals. Substitutions shall occur prior to throw-ins, goal kicks, corner kicks, after a goal or at the half. Substitutions shall be permitted to replace an injured player.

Fouls: any foul committed by the defensive team in their penalty area shall result in an indirect kick taken from the edge of the penalty box nearest the point where the infraction occurred. Opponents must be at least 6 yards from the ball when any free kick is taken. All kicks shall be indirect. Goal kicks are to be taken from the edge of the penalty box.

Off sides: none

Penalty kicks: none

Goalies: Yes

Throw-in Fouls: Referee explains the nature of the infraction and allows a redo for the entire duration of the game. If the infraction is repeated after the redo, the ball shall change possession.

Back Passes to the Goalie: Permitted

U10

Field Size: 120' x 180' Ball #4

Player # per Side: 7 vs. 7

Duration: 4 x 12 minutes quarters with 2 minutes break at quarter and 3 minutes break at half.

Ball Start: The ball shall be started with a kick-off at the beginning of each quarter. Each team will alternate kick-off at the beginning of each quarter starting with the team that wins the toss prior to the start of the game.

Substitutions: Unlimited substitutions at 6 minute intervals. Substitutions shall occur prior to throw-ins, goal kicks, corner kicks, after a goal or at the half. Substitutions shall be permitted to replace an injured player. Substitutions must occur at mid-field upon approval of the referee.

Fouls: any foul committed by the defensive team in their penalty area shall result in an indirect kick taken from the edge of the penalty box nearest the point where the infraction occurred. Opponents must be at least 6 yards from the ball when any free kick is taken. All kicks shall be indirect. Goal kicks are to be taken from the edge of the penalty box.

Off sides: Enforced

Penalty kicks: none

Goalies: Yes

Throw-in Fouls: Referee explains the nature of the infraction and allows a redo for the entire duration of the

game. If the infraction is repeated after the redo, the ball shall change possession.

Back Passes To the Goalie: Permitted

U12

Field Size: (8v8) 150' x 240' Ball #4

Player # per Side: 8 vs. 8

Duration: 2 x 25 minutes periods with 1 minute water break in the middle of each period and 5 minutes break at half.

Ball Start: The ball shall be started with a throw-in where the ball goes out of bounds or with a kick-off if a goal occurred prior to the break.

Substitutions: Unlimited substitutions. Substitutions shall occur prior any goal kick, after any goal or at the half or break, and on your OWN throw-in. Substitutions shall be permitted to replace an injured player. Substitutions must occur at mid-field upon approval of the referee.

Fouls: FIFA rules apply. Direct or indirect kicks depending upon foul.

Off sides: enforced.

Goal kicks: taken from edge of the goal area.

Penalty kicks: Any foul committed by the defensive team in the goal box will result in a direct kick.

Back Passes To the Goalie: Rule enforced, results in in-direct kick.

U14 /U15+

Field Size: Regulation Ball #5 Players: 11*

Duration: U14 - 2 x 30 minute periods with 5 minutes break at half. U15+ - 2 x 35 minute periods with 5 minutes break at the half. In both cases 1 minute water break in the middle of each period

Ball Start: The ball shall be started with a throw-in where the ball goes out of bounds or with a kick-off if a goal occurred prior to the break.

Substitutions: Unlimited substitutions. Substitutions shall occur prior any goal kick, after any goal or at the half or break, and on your OWN throw-in. Substitutions shall be permitted to replace an injured player. Substitutions must occur at mid-field upon approval of the referee.

Fouls: FIFA rules apply. Direct or indirect kicks depending upon foul.

Goal kicks: taken from edge of the goal area.

Off sides: enforced.

Back pass: to goalie: rule enforced.

***NOTE:** If there are insufficient players for a full field game, the game shall be played on a (8v8) field 150'x240' with 8 players aside. All other rules apply.

U15+

Depending upon the number of players and field availability, the games played may vary from SUPER SIX SOCCER (60x40 field), which is scheduled format to 11 aside (full field).

Modified rules for Super Six play:

- 60x40 yard field
- Continuous play with substitution "on the fly"
- No offsides
- No punting by goalie
- Goal kicks taken from spot 2 yards in front of the goal
- Length of game set by coach/referee agreement
- Playback to goalie allowed

Emergency Procedures (accidents)

TOF wants to emphasize the importance of conducting yourselves properly in dealing with medical emergencies at your facilities. Realizing we are not empowered or trained to "treat" victims, we still have the responsibility to render front line aid and supervise the situation. This may be in the way of discussing the situation with the victim, coach or parent, or to call in the Ambulance Service. Listed below are some guidelines to follow, which should always be coupled with good common sense.

In the event of an accident or emergency:

***A First Aid Kit will be kept in concession stand of the park**

1. Try to determine the extent of the injury. If in doubt as to the seriousness of the accident, do not move the patient. Keep him/her comfortable and re-assured and call an ambulance (911 **or local fire station for area**). If the victim's parent is present, get permission before phoning an ambulance. If the situation calls for it, apply ice or keep the patient warm and comfortable.
2. Front line care of an accident would include use of ice, stoppage of bleeding, restoring breathing, treatment for shock, heat exhaustion or stroke.
3. Be sure the victim remains calm. If it's cold, cover them. If it's hot, loosen equipment, etc. USE GOOD COMMON SENSE.
4. Call for additional support. Use other adults to secure necessary materials. Never leave the patient alone with other players.

5.If an ambulance is called, be sure you have someone to direct it to the site. Assist paramedics in anyway you can.

6.Be sure that you know the nearest location of a phone that can be reached within a short period of time.

TOF Soccer Club (FYSA) Code of Ethics

All participants, coaches, and spectators will be bound by the following Code of Ethics while participating in FYSA sanctioned events.

Players

- I will encourage good sportsmanship from fellow players, coaches, officials, and parents at all times.
- I will remember that soccer is an opportunity to learn and have fun.
- I deserve to play in an environment that is free of drugs, tobacco, and alcohol; and expect everyone to refrain from their use at all soccer games.
- I will do the best I can each day, remembering that all players have talents and weaknesses the same as I do.
- I will treat my coaches, other players and coaches, game officials, other administrators, and fans with respect at all times; regardless of race, sex, creed or abilities, and I will expect to be treated accordingly.
- I will concentrate on playing soccer, always giving my best effort.
- I will play by the rules at all times.
- I will at all times control my temper, resisting the temptation to retaliate.
- I will always exercise self control.
- Conduct during competition, towards play of the game and all officials, shall be in accordance with appropriate behavior and with FIFA's "[Laws of the Game](#)" and in adherence to the FYSA rules.
- While traveling, shall conduct themselves so as to be a credit to themselves and their team.
- Alcohol, illegal drugs, and unauthorized prescription drugs shall not be possessed, consumed, or distributed before, during, or after any game nor at any time at the field and/or game complex.

Coaches/Volunteers

- I will never place the value of winning before the safety and welfare of all players.
- I will always show respect for players, other coaches and game officials.
- I will lead by example, demonstrating fair play and sportsmanship at all times.
- I will be knowledgeable of the rules of the game, and teach these rules to my players.
- I will never use abusive or insulting language. I will treat everyone with dignity.
- I will not tolerate inappropriate behavior, regardless of the situation.
- I will not allow the use of anabolic agents or stimulants, drugs, tobacco, or alcohol by any of my players.
- I will never knowingly jeopardize the eligibility and participation of a student-athlete.
- Youth have a greater need for example than criticism. I will be the primary soccer role model.
- I will, at all times, conduct myself in a positive manner.

- Coaching is motivating players to produce their best effort, inspiring players to learn, and encouraging players to be winners.
- Coach's actions on the sidelines during games shall be in the spirit of "good sportsmanship" at all times. Profanity, profane gestures, arguing, inciting disruptive sportsmanship, shall require disciplinary action from the affiliate.
- Alcohol, illegal drugs, and unauthorized prescription drugs, shall not be possessed, consumed, or distributed before, during, or after any game nor at any other time at the field and/or game complex.

Parents/Spectators

- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, game officials, and administrators, at all times.
- I will place the emotional and physical well being of all players ahead of any personal desire to win.
- I will support the coaches, officials, and administrators working with my child, in order to encourage a positive and enjoyable experience for all.
- I will remember that the game is for the players, not for the adults.
- I will ask my child to treat other players, coaches, game officials, administrators, and fans with respect.
- I will always be positive/
- I will always allow the coach to be the only coach.
- I will not get into arguments with the opposing team's parents, players, or coaches.
- I will not come onto the field for any reason during the game.
- I will not criticize game officials.
- Alcohol, illegal drugs, and unauthorized prescription drugs shall not be possessed, consumed, or distributed before, during, or after any game nor at any time at the field and/or game complex.

Failure to comply may result in the suspension of your privilege to participate in FYSA sanctioned events for the following periods:

1st offense - suspension for a minimum of thirty (30) days to a maximum of one (1) year.

2nd offense - suspension for a minimum of one (1) year to a maximum of five (5) years.

3rd offense - suspension for a minimum of five (5) years to fifty (50) years.

NOTE: Any individual charged with a violation of this Code of Ethics shall be afforded due process as defined in FYSA's rule section 507 before the implementation of any suspension.

Code Violations

All players, coaches, and parents must abide by the conditions set for in the FYSA Code of Ethics.

The most frequent violations of the code include:

- Parents or individuals yelling from the sidelines, not letting the coach be the only coach.
- Smoking by adults at the fields during games or practices.
- Adults exhibiting poor sportsmanship by criticizing or confronting opposing coaches or the referee.
- Coaches tolerating inappropriate behavior by their players or other adults.
- Coaches allowing spectators to stand behind the goal line in violation of the rules of the game.
- Parents and spectators standing on the touchline (sideline) in violation of the rules of the game.
- Players exhibiting poor sportsmanship by criticizing or humiliating other players.

Please cooperate with us in our attempts to make this a player friendly environment. It is vital that you set a positive example for your child by your behavior, as well as your intolerance of inappropriate behavior by others.

At all times during games with teams from other associations, exercise restraint if conflicts arise. Instead, contact the TOF official at the field.

If you are not knowledgeable of the rules of play, ask your coach or a TOF official for advice.

We thank you and our player's thank you for your cooperation!

TOF Soccer Club

Frequently Asked Questions

WHAT DO I NEED TO PRACTICE/PLAY?

- Shin guards are mandatory! You will not be allowed to practice or play in a game without them.
- The U6, U8, U10, U12, U14 and U16 age groups are required to wear their uniform for a game.
- Soccer shoes or cleats are required. The soccer shoe (boot) must be flat soled or having molded rubber or plastic cleats. *Metal or screw-in type cleats are prohibited.*
- No watches, necklaces, earrings or other jewelry shall be worn during practice or games.
- Bring a water bottle to every practice and game. [See FYSA Water Policy.](#)
- Bring your soccer ball to every practice (U6 - #3, U8, U10, U12 - #4, U14 and U16 - #5 ball).
- When medically indicated, bring inhalers, anaphylactic kits, or other meds to the fields.
- Arrive 15 to 20 minutes before practices and games.

WHAT ABOUT BAD WEATHER?

- The fields at the Meadows soccer complex are controlled by the City of Tallahassee or their agent and TOF is not in control of field closings as a result of the weather. Rain does not necessarily cause the fields to close and TOF practices remain scheduled as long as the fields remain open.
- **Call 850-847-7801** After 4 PM, but prior to scheduled practices, for field status.
Prior to leaving for your scheduled Saturday morning game.
Ideally, your coach or the phone tree coordinator should make these calls, then notify the players of any cancellations.
- **During practices**
Practice is not cancelled due to rain alone. Practices will be cancelled if lightning is present during a rain event. As there is not a great deal of shelter available at the fields, with the safety and comfort of your child in mind, please be available to pick up your child earlier than normal, should threatening weather arise.
- **During games**
The referee makes the final decision on calling a game due to the weather. Coaches do **not** have the authority from TOF to cancel games.
- **Emergency warning**
A siren or air horn sounding during practices or games indicates that everyone should leave the fields immediately seeking shelter in your cars or at the clubhouse, due to severe weather approaching.

WHERE CAN I FIND RULES, POLICIES, CODE OF ETHICS, MY COACH'S CONTACT INFO, AND ROSTER?

This information is posted on our website WWW.TOFSoccerClub.net for your convenience.

Parents, please read and discuss the rules and policies with your child(ren).

TOF Soccer Club - Acknowledgment Form

Date: _____

I, _____ acknowledge that I have received and read the "TOF

Instructional Soccer Guide" and that I understand and I'm willing to abide by this program's philosophy or accept the sanctions that may be imposed on me by TOF (FYSA, USSA, and FIFA).

_____ Print your name

_____ Sign your name

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