



**ALBION JUNIORS  
COACHES' HANDBOOK**

**ALBION  
JuniORS**



## **OUR MISSION**

The Mission of Albion SC Las Vegas is to develop successful, well-rounded young athletes who exhibit sportsmanship and ethical behavior. We teach that the qualities necessary to achieve excellence in competitive soccer apply to life - and that teamwork and effort are the building blocks to success on and off the field. When our players - at whatever age - have left the game, we want them to say, "I played for Albion - and those were the greatest days of my life."

## **OUR VISION**

For Albion SC Las Vegas to be recognized as the top club in Nevada and to be known for creating a realistic pathway to college, the US National Team, and the professional ranks that is based on the development of the complete youth soccer player. Our players will be challenged and successful and our member families will be satisfied that Albion is focused on providing an outstanding soccer experience every day. We will be recognized as a model club that provides a long term development plan for its teams and players and will compete for.

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If you have questions or suggestions regarding this booklet, you may contact Albion Juniors at:

**PHONE: (702) 750-3160 ext. 2**

**E-MAIL: [albionjuniors@albionsclv.org](mailto:albionjuniors@albionsclv.org)**

**WEBSITE: [albionsclv.org/albion-juniors](http://albionsclv.org/albion-juniors)**

## **ALBION JUNIORS**

# **IMPORTANT INFORMATION**

Please call all soccer parents **IMMEDIATELY** and provide them with the following information:

- 1. Practice time.**
- 2. Practice location.**
- 3. Game schedule.**
- 4. Phone number.**

We ask that this is completed no later than the **WEDNESDAY** following the coaches' meeting.

## **ADDITION OF NEW PLAYERS**

Albion Juniors reserves the right to add players to your team until the roster is met. You will be notified. This may occur at any time throughout the season and we ask that you welcome all new players to your team.

## **GAME REFEREES**

Referees are in complete authority at all games sites. It is very important that all coaches and players show respect to game referees at all times. No referees at the U4-U6 divisions.

## **PHOTO EVENT**

Albion Juniors contracts with Lesly Photography to schedule teams for photos during games sites/practices.

## **ALBION JUNIORS PLAYERS**

All registered players must play on their designated team. Players are not permitted to play in a different division unless approved by the league director. Any player who does not abide by these rules may be warned, suspended, and/or terminated from this season without a refund.

# ALBION JUNIORS

## LETTER OF INTRODUCTION

Dear Coach,

The Albion Juniors Board of Directors would like to thank you for volunteering to coach. As an Albion Juniors coach, you will introduce a group of young people to the game of soccer. We ask you teach your players the basic skills and rules of the game, while making learning the game a joyful experience for them. We want them to play soccer not only for this season, but for many years to come. We hope that you will have fun teaching soccer and be a part of Albion family for years to come as well.

Coaches and parents are the most critical elements in the Albion Juniors organization. The behavior modeled by coaches and parents has a direct impact on our children. If the adults in our organization demonstrate our core values of respect, teamwork, and sportsmanship, those values will be transferred to our children.

This packet contains information about our mission, philosophy, duties of the recreational coach, team and parent management, codes of conduct, safety and first aid, and additional information that we hope you will find useful as you prepare your team for the upcoming season.

Sincerely,  
**Albion Juniors**

## EVERYONE PLAYS

We do not use tryouts to select the best players and do not cut kids from Albion Juniors. Everyone who registers is assigned to a team. During the season everyone receives equal practice time and plays at least half of every game.

## SAFETY FIRST

Although children may get hurt playing sports, we do all we can to prevent injuries.

1. We ask you to make sure the equipment and facilities are safe.
2. Teach the sport as we have prescribed so the skills you teach are appropriate for the children's developmental level.
3. We ask you to gradually develop your players' fitness levels so they are conditioned for the sport.
4. We also ask you to constantly supervise your young players so you can stop any unsafe activities.

## CHARACTER DEVELOPMENT

**Honesty, Respect, Responsibility, Caring, Faith** are about playing by the rules and more.

1. It's about you and your players showing respect for everyone involved who are part of Albion Juniors.
2. It's about you being a role model of sporting behavior and guiding your players to do the same. Remember, we are more interested in developing children's character through sports than in developing a few highly skilled players.

## POSITIVE COMPETITION

We believe competition is a positive process when the pursuit of victory remains in the right perspective. The right perspective is when adults make decisions that put the best interests of the children before winning the contest. Learning to compete is important for children, and learning to cooperate in a competitive world is an essential lesson of life. Through Albion Juniors we want to help children learn these values, and we encourage parents to do the same.

## FAMILY INVOLVEMENT

Albion Juniors encourages parents to be involved appropriately in their child's participation in our organization. In addition to parents helping as volunteer coaches, team parents, and officials, we encourage them to be at practices and games to support their child's participation.

## SPORT FOR ALL

We offer programs to all children regardless of their race, gender, religious creed, or ability. We ask our adult leaders to encourage and appreciate the diversity of children in our society and to encourage the children and their parents to do the same. Regardless of the level of experience, every child is welcomed to be part of Albion Juniors.

## SPORT FOR FUN

Sports are naturally fun for most children. They love the challenge of mastering the skills of the game, playing with their friends, and competing with their peers. Sometimes when adults become involved in children's sports they over organize and dominate the activity to the point that it destroys children's enjoyment of the sport. If we take the fun out of sports for our children, we are in danger of the kids taking themselves out of sports. **Remember the sports are for the kids; let them have FUN.**

# ALBION JUNIORS

## TIPS FOR SOCCER PARENTS ON THE SIDELINE

1. CHEER! DON'T COACH.
2. **HAVE FUN.**
3. DON'T ADDRESS PLAYERS ON THE OTHER TEAM.
4. ACKNOWLEDGE WHEN THE OTHER TEAM DOES SOMETHING WELL.
5. STAY IN YOUR AREA.
6. THINK IT, BUT DON'T ALWAYS SAY IT.
7. DON'T ASSUME THAT EVERY CALL IS AGAINST YOUR TEAM.
8. DON'T RUSH ONTO THE FIELD.
9. MAINTAIN A POSITIVE ATTITUDE.
10. LEARN THE RULES.

# ALBION JUNIORS

# PARENT MEETING AGENDA

## ORGANIZE A TEAM MEETING:

A pre-season parent meeting is a wise investment. People tend to live up to expectations if they know them from the beginning. A meeting can help mold the behavior of your soccer parents.

The most effective way to have your pre-season parent meeting is during the first practice.

Share how excited you are about the upcoming season and having their children on your team. Share some of your relevant background as an athlete, coach, parent, etc.

## MEET THE PLAYERS:

- As a coach, you could play a game where the children mingle and must ask each other what they know about soccer. ~ 2 minutes is enough for this.
- Have them circle up and ask each one to tell what another knew.
- Talk about why we play soccer.
- To have fun – This is what soccer is all about!

## MEET THE PARENTS:

Tell them what their child needs to bring to EVERY practice:

- Soccer shoes/cleats
- Shin guards
- Soccer ball
- Weather appropriate clothing
- Drinking water

## TELL THEM YOUR EXPERIENCE WITH SOCCER:

If you have no experience, it is better to explain upfront that you have no prior history with soccer and are learning along with the children.

## TELL THE PARENTS YOUR EXPECTATIONS:

1. It is better to have children arrive to practice **ON TIME**.
2. You are always available to answer questions and concerns. However, you cannot effectively coach if there are interruptions during practice. Tell them that you are available before and after practices and games to answer questions.
3. Some parents will try to coach their child while you are coaching. This accomplishes one thing... **IT CONFUSES THE CHILD!** Tell your parents that it is okay for them to cheer, but to leave the coaching up to you.
4. If a parent feels they would like to coach a team, they can take on a team the following season.

## GOALS AND HOPES FOR THE SEASON.

In addition to goals such as winning games, consider and discuss such goals as:

- Players will love the sport at least as much at the end of the season as at the beginning.
- All players' skills and knowledge of the sport will improve.
- All players will get as much meaningful playing time as possible.
- The parents will enjoy the season as much as the players.

## AS A COACH YOU NEED THE HELP OF PARENTS:

- **ASK** for volunteers (snacks coordinator, car-pool coordinator, Asst. Coach)
- It is highly recommended that parents have a role on the team.

## PARENT ROLE

You have agreed to coach your child's soccer team. That **does not** mean you have to do all of the work! It is important to let your parents know that the word "team" includes them, and you will need their help to ensure a successful season.

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### ASSISTANT COACH:

Responsible for assisting the head coach with organizing the team. Also assists with conducting practices, motivating players, and instructing soccer players in game strategies and techniques.

### TEAM PARENT:

At the coach request, copy the roster, game schedule and field maps for the parents and distribute them at the parents' meeting or the first practice. Can also send information via email.

### SNACK COORDINATOR:

Distribute a sign-up sheet for the snack schedule for the team at the first practice. Most teams have a snack after the game and sometimes at half time. Check with your parents and see what they want to do. Have the snack sign-up sheet ready at the first practice and have the completed sign-up sheet ready to hand out at the first game if possible. Other coaches in the past have used websites such as SignupGenius.com so that each parent gets a reminder email.

### TEAM PHOTO COORDINATOR:

Coordinate team pictures. We have given the coach information from a photography company. If your team would like pictures, please follow the directions on the company

flyer to get pictures scheduled. You may also use the photography company of your choice.

### TEAM PARTY COORDINATOR:

Coordinate the end of season party. An end of season party can be as easy as cupcakes after the last game on the field or a pizza party at a local restaurant. Whatever you decide, families are responsible for paying for their own kids to participate in the event.

### COACH GIFTS COORDINATOR:

Work with your parents and figure out what would be an appropriate gift for your coach(es). Some teams give Albion Juniors soccer gear. It is also perfectly fine to give a great big thank you card or soccer ball signed by all the players.

### TROPHY COORDINATOR:

Coordinate team trophies. If your team is going to give out trophies at the end of the season, you will need to order them early in the season. Work with the parents to see what price range is appropriate. Other fun ideas would be soccer shirts, bags, etc.

**Just a note:** Albion Juniors will be providing players participation medals. They can be picked up at the Albion Tent on the LAST game day.

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## USE YOUR ALBION JUNIORS RESOURCES:

Remember to check our website [albionsclv.org/albion-juniors](http://albionsclv.org/albion-juniors) and FACEBOOK page for all updates associated with our league.

Some coaches also communicate with their teams using group TEXT, EMAIL or the SPORTSENGINE APP; you may want to verify that all phone number and e-mails are correct and if not, have the parent contact the Albion Juniors office to make changes.

**Make sure your parents sign up to help you ensure a rewarding experience for the players. A Parent Volunteer Sign-up Sheet has been provided.**

# **ALBION JUNIORS**

# **SAFETY, FIRST AID AND INSURANCE**

Though the safety of our players is a top priority for Albion Juniors, the game of soccer is a contact sport and there is a possibility that a player may suffer an injury that requires medical attention. As the coach of the team, you are the first-responder when a player suffers an injury.

This section provides basic first-aid information for common injuries and conditions that may occur on the soccer field, and the process for filing a secondary insurance claim for an injury that requires professional medical services.

## **PREVENTION AND CARE:**

An integral component of all coaching and playing activity throughout the season must be the prevention and management of injury to players (and coaches). There are numerous simple tasks a coach can and should do in order to secure the health of his or her players. Before the season begins, the coach should make sure all parents know the emergency procedures for all situations (injuries, accidents, weather problems). This procedure should be clear and simple. If it includes cell phone use, the coach should make sure he/she gets reception at all playing sites.

## **SAFETY:**

1. Make sure your players check with their family doctor to assess player fitness before they begin any sport program.
2. Hydration is a big issue in sports. Ask parents to send their children with a water bottle and, as the coach, remind players to drink water throughout the day.
3. Make sure players wear adequate protective gear and examine all training and field equipment.
4. Ask parents to keep a first-aid kit in their cars.
5. Anyone responsible for driving soccer players to and from practices or games should be licensed and insured. Consider updating your own insurance policy to reflect carpooling care of passengers.
6. Do not leave soccer players alone before, during or after practices. Encourage your players to think safety during all games and practices.

## **SEEING ALL THE CHILDREN:**

Players cannot be let out of your sight. Often times, young players need to go to the bathroom. Make sure they are supervised when they go (preferably by their parent). Never allow a child out of your sight without adult supervision.

# SAFETY, FIRST AID AND INSURANCE

## NOSE BLEED:

Place the player in a sitting position with the head forward. Apply pressure to just below the bridge of the nose. Use ice when necessary. Be sure to wear latex gloves before you treat the player! If you suspect a head or neck injury do not try to control the bleeding. Instead, stabilize the head and **call 911**.

## FRACTURES & DISLOCATIONS:

If a body part does not have a normal appearance or function, then suspect a fracture. Do not move the player, keep them warm and comfortable, and call 911.

With a possible dislocation, the joint will have a marked deformity with intense pain. If a player can walk, immobilize the joint and immediately transport to hospital. If the player is unable to walk, **call 911**.

## SPRAINS:

Sprains are injuries that affect ligaments, thick bands of cartilage that attach bone to bone. They occur in response to a stretch or tear of a ligament. Sprains are an acute type of injury that results from trauma such as a fall or outside force that displaces the surrounding joint from its normal alignment. Sprains can range from a mild ligamentous stretch to a complete tear.

Bruising, swelling, instability, and painful movement are common symptoms experienced after a sprain occurs.

## SECONDARY MEDICAL INSURANCE CLAIMS

Albion Juniors provides secondary insurance coverage to all Albion Junior players. You must be officially registered with an Albion Juniors team at the time of the injury. In case of injury, players are responsible to pay a one hundred dollars deductible.

If you have a player who suffers an injury that requires professional medical attention, and if the parent wishes to pursue a claim for secondary medical insurance coverage, the parent will need to email us at [albionjuniors@albionsclv.org](mailto:albionjuniors@albionsclv.org).

# ALBION JUNIORS

## **GAMESITE RULES**

- 1. UNREGISTERED PLAYERS ARE NOT ALLOWED TO PLAY.**
- 2. ENSURE ALL PLAYERS AND COACHES DISPLAY GOOD SPORTSMANSHIP AT ALL TIMES.**
- 3. EACH PLAYER IS GUARANTEED 50% OF PLAYING TIME DURING EACH GAME.**
- 4. NO SMOKING AT ANY PRACTICE/GAME SITE.**
- 5. ABSOLUTELY NO DOGS ARE ALLOWED AT ANY GAME SITE.**
- 6. ABSOLUTELY NO SLIDING TACKLE AT ANY PRACTICE/GAME SITE.**