

# ✓ CHECKLIST FOR NVYSL COACHES ✓

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## 1 Pre-Season

- Ensure that you have received your Massachusetts Youth Soccer (MYSA) coaching Credentials from your Club.
- Ensure that you have received your NVYSL Valid Team Roster and NVYSL Referee Field Cards from your Club.
- Copy your NVYSL Valid Team Roster and keep multiple copies in your car and equipment bag.
- Inventory your equipment bag: practice balls, 2 match balls, pinnies, pump with needle, cones, first aid kit, etc.

## 2 Pre-Match

- Contact your opposing Coach several days before your match.
- Bring 1 copy of your NVYSL Valid Team Roster with all uniform numbers listed to give to the Referee.
- Wear your MYSA Coaching Credentials at all times.
- Ensure all Player equipment is in good order, including enforcement of no jewelry and no casts.
- Convene a pre-match meeting with the Referees and your opposing Coach 15 minutes before kickoff.

*If you are the Home Team:*

- Confirm your field is open for play.
- Bring at least 2 properly inflated soccer balls of the correct size to serve as match balls.
- Fill in the required information (Match ID, Date, Time, Division, Flight, Home & Visiting Team Names, Field, Location) on the NVYSL Referee Field Card.

*If you are the Visiting Team:*

- Bring enough pinnies for your Team and goalkeeper to use as alternate jersey colors.
- If you are the Home Team*, follow the MYSA [Pregame Sportsmanship Announcement](#) procedure.

## 3 During Match

- Send all substitutes to the center of the touchline to obtain Referee permission before entering the match.
- Keep all personnel clear of the center of touchline, to eliminate confusion about pending substitutions.
- Keep off the field, stay only on your half, and stay 4 feet behind the touchline (i.e., inside the Technical Area).
- Ensure that your Team's Spectators remain 4 feet behind the touchline.
- Respect the NVYSL Zero Tolerance Policy and set a positive example for your Players and Spectators.
- Closely monitor all aspects of Participant safety, and be prepared to respond to unsafe conditions.
- Pay close attention to Player injuries, especially blows to the head and/or possible concussions.

## 4 Post-Match

- Confirm final score with Referee and opposing Coach.
- Remind Players to recover all personal property, and to leave the bench area cleaner than when they arrived.
- Report match results, including any special notes, within 24 hours.
- Complete an online Referee Evaluation, sharing both positive and negative feedback.

## 5 Postponements and Match Rescheduling (see Section 2, Chapter 5 Rescheduling)

- Matches may only be re-scheduled if the Host Club closes the field, if the Referee suspends due to unsafe conditions, or for non-high school matches, if both Coaches mutually agree to reschedule **at least 10 days in advance**.
- Home Coach notifies opposing Coach and Grade Director to confirm match postponement.

*To reschedule a match, you need an Opponent, a Field, a Referee, and approval by NVYSL Grade Director:*

- Agree on a mutually acceptable date & time with your opposing Coach.
- Home Coach works with Host Club's Field Director and Referee Director to confirm field and referee availability at the proposed date, time, and location of the rescheduled match.
- Both Coaches confirm reschedule arrangements with their NVYSL Grade Director for final approval.