

LEAVENWORTH SOCCER ASSOCIATION
REFEREE POLICIES AND PROCEDURES

1.0 Contact Information

Referee Assignor: Laura Stermer C: 913-704-7223 E: referee@leavenworthsoccer.org	Head Referee: Russ Baldwin C: 913-579-3471 E: rbaldwin1@kc.rr.com	Rec Director: Tiffani Withers C: 913-689-8073 E: recdirector@leavenworthsoccer.org
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2.0 Cancellations, Excessive Heat, Lightning, and Rainouts

- 2.1 If field conditions are unsafe or unplayable, the referee will cancel the game. Coaches, players, and spectators don't get a vote in the decision. The referee also has the authority to delay or to suspend a game due to lightning. In all cases, the referee will notify the Assignor and Rec Director.
- 2.2 In case of lightning in the area, stop the game immediately and have everyone seek shelter in a vehicle, building, or low-lying area. Wait 20 minutes until the last instance of lightning before continuing the game. If the ball was in play when the game was stopped, restart with a drop ball.
- 2.3 If the league cancels the games the announcement will be available at one of the phone numbers listed below. Announcements will also be posted on Leavenworth soccer Facebook page, and the main page of the website as soon as a decision is made.
- Leavenworth fields – 913-651-3800
 - Tonganoxie fields – 913-845-3502
 - Fort Leavenworth fields – 913-684-5113
- 2.4 If games are cancelled due to weather and you do not check the phone number for your fields, you will not be paid if you show up for your game. If, however, individual games are cancelled or rescheduled and you are not notified, and you go to the game site, you will be paid for that game.

3.0 Field Locations and Directions

- 3.1 Leavenworth Soccer Complex: 3300 14th St. Leavenworth, KS 66048
- 3.2 Lansing High School Field: 1412 147th St. Lansing KS. 66043
- 3.3 Sherman AAF: Located at Fort Leavenworth Army Airfield. Used for U10 and U12 practice and games. Enter the main gate of Fort Leavenworth. You will need an ID/Access Pass to get on post. Stay Straight on Grant Ave until you need to take a right at the intersection of Kearney Ave/Riverside Ave (where the statue, old containment wall and Memorial Chapel are located, and turn right to go down the hill. Right at the next intersection on Columbus

LEAVENWORTH SOCCER ASSOCIATION
REFEREE POLICIES AND PROCEDURES

Street over the railroad tracks. Left at the stop sign on St. Joseph Loop. Field is on the right down towards the Air Traffic Control Tower.

4.0 Certification

4.1 Requirements. All referees working U10, U12 and U14 matches for Leavenworth Soccer Association, Fort Leavenworth, or Lansing, will be certified by the United States Soccer Federation (USSF). All games will be officiated by 3-man crews, exceptions, see below.

4.2 Exceptions. The only exception will be U10 games. Those games will be officiated by a single certified referee. U12 and U14 games which are missing one or both the Assistant Referees, will contact the Assignor or Lead Referee to determine if available referees can fill in. If the missing ARs cannot be backfilled with certified referees, then the AR positions can be filled with “Club Linemen” with youngsters 13 or older and Adults.

5.0 Scheduling and Assignment

5.1 Availability. Availability requests will be sent to all referees at least one week prior to upcoming games. Consider any conflicts that prevent you from being available to work games, such as: playing club or high school soccer, other sports, school, scouting, travel, church, vacations, things of that nature. Requests can be communicated through mobile app and email, and the assignor will capture your preference of technology at seasonal referee meetings.

5.2 Schedules and Changes. Referee schedules will be communicated via the approved method the Monday prior to the upcoming weekend. Changes to the schedules will be made as needed.

5.3 Confirmation. Confirm that you have received and accepted your schedule by sending an email to referee@leavenworthsoccer.org and rbaldwin1@kc.rr.com . Until we hear back from you, your games and any rescheduled games are not confirmed. Confirmations must be made no later than 48 prior to the game start, or the game will be reoffered to someone else.

5.4 Responsibilities. You are responsible to meet your obligations and report to the field 30 minutes prior to your assignment. If you are going to have a conflict, let the assignor know as soon as you can.

LEAVENWORTH SOCCER ASSOCIATION
REFEREE POLICIES AND PROCEDURES

5.5 No Shows. A lot of people depend on you to show up on time for your assignment. If you fail to show up, you will be pulled from the schedule until you call the assignor.

5.6 Assignments. Game assignments will be filled in this order:

5.6.1 U14 – 3-man crew – experienced center referee, 2 intermediate ARs.

5.6.2 U12 – 3-man crew – intermediate center referee, at least one experienced AR.

5.6.3 U10 – 1 center referee – where most new referees will get their first center.

5.7 Referee Progression. Beginner referees will be introduced at the U12 AR level to work with more experienced referees. As referees gain more confidence and experience, they will work U10 games with an experienced referee at the field (more common), or a U12 games as center referees with experienced ARs (usually after some U10 center experience). Based on assessment and their feedback, referees will be assigned to work more difficult games.

6.0 Referee Pay

6.1 The leagues will be billed twice during each season, once at the halfway point, and again at the end of the season. If your pay is not correct, notify treasurer@leavenworthsoccer.org or assignor right away.

6.2 This is the current pay scale. We last raised rates Fall 2021.

6.2.1 U14 Recreational (2 x 35-minute halves): Center-\$27.00, AR-\$18.00

6.2.2 U12 Recreational (2 x 30-minute halves): Center-\$24.00, AR-\$15.25

6.2.3 U10 Recreational (2 x 25-minute halves): Center-\$20.50

6.2.4 If the game is completed by a Certified referee 2-man team, U12 [\$26.75]; U14 [\$31] - - While acceptable in High School soccer, they are not endorsed by U.S.S.F.

7.0 Referee Conduct

7.1 Uniforms. You only get one first impression so make it a good one. Keep your uniforms clean and in good condition. The standard uniform is:

- Yellow referee shirt (referees are not expected to buy anything other than yellow)
- Black shorts with pockets
- Black socks pulled up over the calf
- Shoes that are predominantly black

7.2 In case of wet or cold weather, dress appropriately. Let's not lose our minds out there and show up in just a short sleeve referee shirt. If you want to wear a windbreaker under your

LEAVENWORTH SOCCER ASSOCIATION
REFEREE POLICIES AND PROCEDURES

referee jersey, sweatpants, wool cap, or gloves, wear them. Black is strongly suggested but not required.

- 7.3 Be prepared to act as the center referee, even if you are assigned as AR. So, bring a whistle, watch, and data wallet with yellow & red cards.
- 7.4 Conduct yourselves in a professional manner before, during and after the game. Treat the players, coaches, and spectators with respect even when they least deserve it. If someone gets out of control, give them a warning, then a caution, and finally dismiss them. Before things get out of hand or beyond your ability to handle it, stop the game. If there is an experienced referee/referee Coach nearby, ask for assistance. If no senior referee is nearby, call Russ Baldwin at (913) 579-3471.

8.0 Match Management

- 8.1 Be on time. Report to the field properly dressed 30 minutes prior to game time. Inspect the field and the nets. Resolve any problems before kickoff. If the field is dangerous or unplayable, don't play the game.
- 8.2 Laws. Make sure you know which laws of the game you are playing under. Leavenworth County laws of the game can be found on the Leavenworth Soccer website www.leavenworthsoccer.org on the FAQ page.
- 8.3 Pre-game Meeting. Conduct a pre-game meeting with your partners. This important step helps you get your head in the game. Go over signals and mechanics before the game starts. Discuss potential problems and how you want to handle them.
- 8.4 Pre-game Inspection. Meet with the coaches and inspect the teams. Make sure the coaches and players are on one side of the field and the spectators are on the other. No one is allowed behind the goal line. Conduct the coin toss and kickoff.
- 8.5 Game Priorities. During the game your priorities are SAFETY, enforcing the rules, and sportsmanship. Deal with violations and fouls as you see fit. Remember, referees don't make "bad" calls, they make "unpopular" calls. This is NOT a popularity contest.
- 8.6 Coach Management. Coaches can coach but they must stay in their bench area. Players must stay back from the touchline, so the ARs can run their touchline without interference. Center referees protect your ARs.
- 8.7 Ejections. If you must issue a red card or if you have to eject a coach, let the LSA Rec Director and Head Referee know about it right away. That way when an irate parent or coach calls

LEAVENWORTH SOCCER ASSOCIATION
REFEREE POLICIES AND PROCEDURES

me, we'll already know the details. Follow it up with a written report that includes who, what, when, where, and why.

8.8 Tips

- Keep the game flowing. Each game already has about 50 stoppages due to fouls, throw-ins, goal kicks, corner kicks, and goals.
- At stoppages, make eye contact with your referee team. A nod or a thumbs-up lets them know you're awake. If there's a problem, that's the time to address it.
- Don't get into arguments with players and coaches. You can discuss your calls at halftime or after the game. If it continues, that's dissent. Deal with it.
- If a player gets out of line, a quiet word or a verbal warning may do the trick.
- Don't be too quick to go to your cards, but if that's what it takes, don't hesitate. Stand your ground. Coaches and spectators seem to forget...This is a **RECREATION** league.

9.0 Referee Coaching Program

9.1 This program is designed to support and guide new referees in their first couple of seasons. Experienced Referees Coaches will provide written and verbal feedback to both the referee being coached and to the assignor. This Mentoring has been happening in an informal way in past seasons, but the Kansas State Soccer Committee now emphasizes referee development in a more structured way.

9.2 Feedback will be used to determine topics for referee "professional development" sessions during the season. These sessions will let us focus on specific areas for improvement in a "hands-on" format. These sessions will be in-person at the LSA complex or in an email to all of our referees. The Referee Coaching Administrator will manage this program.

10.0 **Recruiting** – The LSA Board, Lead Referee and Assignor will solicit interest in becoming a referee with the Rec and LUSC teams, and local high schools/Athletic Directors

11.0 **Law Changes-** see IFAB Laws of the Game Changes 2021/2022 online at www.leavenworthsoccer.org. Law changes will be identified and updated after each Spring's IFAB meeting.

12.0 **Points of Emphasis.** Each season the Lead Referee and/or Referee Coach Administrator will identify Points of Emphasis for that season. A couple of examples are below.

12.1 Shin Guards. Shin guards should be age appropriate and provide a reasonable degree of protection. This rule has been part of Law 4 since 2001 and players are still trying to get by

LEAVENWORTH SOCCER ASSOCIATION
REFEREE POLICIES AND PROCEDURES

with the shin guards from their U6 days. The referee is the sole judge of whether shin guards meet the standard. If they don't meet the standard, the player at fault will not play until the shin guards are correctly acceptable to the referee.

12.2 Unsporting Behavior. Excessive time-wasting (like kicking the ball away after a foul), gamesmanship (moving the placement of the ball on a free kick), intimidation, coaches/spectators who display improper behavior, may all be treated as Unsporting Behavior. Referees have a responsibility to control behavior on the field and adjacent to the field. "Thug soccer" has no place in our leagues.

12.3 Comments, suggestions, and ideas concerning these procedures are welcome. Contact Russ Baldwin at rbaldwin1@kc.rr.com.

General Notes of support & info:

The LSA concession stand feeds you lunch! A hotdog, chips and a drink for free – please take advantage of your breaks between games and grab some food. If it is cold, stop by and ask for hot chocolate. If you need to refill water or want some ice, just ask. If you need to correct your body temperature, come to the back door and take a few minutes to cool off in air conditioning or get warm in our heat. We just ask that the noise stays low and stay away from the food service counters (health inspector visits can be a surprise) so we can continue to serve customers. The black referee shelving on the concessions back wall is for anything you need to store safely, we also have first aid kits, extra game balls, and air pump against that same back wall. Paychecks will be available for pickup at concessions. If at any time you can't find the Director of Recreational Program or Head Referee, you are welcome to report issues to the concession stand.

Golf carts – we try to leave a golf cart at the concessions stand to deliver and retrieve spectators who need assistance to and from game fields. If you need a golf cart, please check with the concession stand staff first.

Youth Field Manager AM/PM– we are paying for prep work and cleanup, placing flags on all field's pre-game an hour before the complex starts games, and removal of flags as fields are done for the day. We will ask youth at the referee meeting who is interested in the role.

Concessions Stand staff – must complete the food handlers course at <https://kansas.foodhandlerclasses.com/> and submit to the treasurer@leavenworthsoccer.org. We pay two young adults, if you are interested, stop by the concessions stand.