**NEW SCOTLAND SOCCER CLUB, INC.**

**(“NSSC”)**

**COACHING PARTICIPATION, EDUCATION, TRAINING & DISCIPLINE POLICY**

1. All NSSC coaches and assistant coaches shall be registered with the club and league registrars, according to Capital District Youth Soccer League rules.
   1. This will include completing the risk management application. Any fees associated with this process will be reimbursed by the club.
   2. No coach or assistant coach may participate in any games or practices unless the risk management and registration process has been completed. Any such activities without proper registration of a coach, assistant coach or team are in violation of NSSC's insurance coverage.
2. All NSSC coaches and assistants will read the ‘Codes of Conduct’ policies of both NSSC and CDYSL and will agree to abide by those policies during all NSSC events. The coaches will also communicate and help enforce these policies with all parents and players of their current teams.
3. NSSC coaches will hold the necessary certifications/licenses as per current CDYSL rules.
4. All required team equipment will be provided by the club. Coaches are responsible for the reasonable maintenance and security of this equipment. Any requests for special or replacement equipment should be made to the club’s equipment director for consideration.
5. Coaches are expected to organize a developmental program for the Spring travel soccer season and devote a minimum of three days per week of soccer including games and practices. Use of registered assistant coaches is strongly suggested.
6. The NSSC, Inc. will provide coaching guidance and mentoring assistance to coaches as deemed necessary by the club or as requested by a coach
7. Finances permitting, as detailed in the annual budget, and with prior approval the NSSC will reimburse any NSSC coach or officer for the registration costs incurred for the successful completion of the following certification, licensing and educational courses. The amount of reimbursement and the length of expected club commitment is detailed in the following table:

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| **Course Type** | **Reimbursement** | **Expected Commitment** |
| \*CDYSL Level 1 or 2 | 100% | 1 Season (Spring or Fall) |
| \*USSF 'F' or 'E' License | 100% | 1 Season (Spring or Fall) |
| NSSCA Level 1-5 | 100% | 1 Season (Spring or Fall) |
| NSCAA Goalkeeping Level 1 or 2 | 100% | 1 Season (Spring or Fall) |
| USSF 'D' License | 100% | 1 Season, and a Camp or Academy |
| NSCAA Level 6 | 100% | 1 Season, and a Camp or Academy |
| NSCAA Goalkeeping Level 3 | 100% | 2 Seasons, and a Camp or Academy |
| NSCAA Advanced Diplomas | up to 50% | 3 Seasons and 2 clinics for NSSC |
| USSF 'C', 'B' &'A' License | up to 50% | 3 Seasons and 2 clinics for NSSC |
| Any CDYSL, ENYYSA, USSF or NSCAA sponsored Education/Training Course | up to $100\*\*  \*\*For any participating coach of the current year | TBD by NSSC Board and Coach |
| \*At least one is required to coach in CDYSL |  |  |

1. NSSC coaches will familiarize themselves with the current NSSC’s ‘Coaching Curriculum for Player Development’ and incorporate the guidelines in their players’ training.
2. All coaching assignments will be made and approved by a majority vote of the board of directors. For the spring season, the Board’s goal is to complete this no later than the annual ‘Kickoff Meeting’.
3. The coaching term shall be one year from appointment, or until a replacement coach is appointed, or until a coach is removed from their position. If appointed, a replacement coach will serve the balance of the term. All actions require a majority vote by the board of directors.
4. Disciplinary actions: Any coach suspected or accused of violating any of the club policies, including but not limited to, the ‘Codes of Conduct’ policies of NSSC or CDYSL, is subject to a committee review and potential disciplinary actions. (**Note:** The Board of Directors reserves the right to place any coach on immediate suspension pending an investigation by the review committee). These procedures are as follows:
   1. A formal complaint or request for investigation must be made in writing to any board member (email is sufficient) with the specifics of the policy violations.
   2. The club will acknowledge receipt of the complaint and notify the accused within 48 hours. The goal for the final resolution by the board is 14 days. Any delays will be communicated accordingly to all parties involved.
   3. A review committee will consist of three members where one must be the club president. The president will appoint the other two members where one must be a club officer and the other should be a coach for the opposite gender in the same age group of the accused coach (e.g. if the U12B coach is under review, a U12G coach will be asked to be part of the review committee). If there is no direct age group correlation, or the other coach is unable or unwilling to serve, the coach at the next higher age level will be asked to take part. If the coach under review is also an officer, he/she may not take part on the review committee. If circumstances prevent the review committee from being constituted as described above, the Board of Directors will appoint the committee.
   4. The committee will conduct a review through discussions and communications with the person/organization filing the complaint, the accused coach and any other witnesses deemed necessary to investigate the alleged violations.
   5. An accused coach must be offered an opportunity to present any arguments or provide other evidence for consideration to the entire review committee. This may be in a formal meeting or in writing.
   6. The review committee will present a written summary and a recommendation to the board of directors. The board will vote on final disciplinary actions, if any. These may include but not be limited to:
      1. Probation for a specified duration
      2. Required additional training.
      3. Suspension from games and/or practices
      4. Removal from coaching position(s)
      5. Reimbursement for any monetary fines or fees issued to the club as a direct result of the violations including any associated legal fees.
   7. The final act of the review committee will be to report the outcome of the investigation and any disciplinary actions to the person(s)/organization filing the complaint and the affected coach. A public notice will not be made, however the final documentation will be kept on file with the club records. The Board may refer the complaint to CDYSL for further action.
5. Any coach whose team is involved in any way with a ‘Code of Conduct’ policy incident (either by witness or investigation) is expected to report a summary of the incident to the board of directors. A coach may request assistance from NSSC officers in any follow up to the incident. Any communications related to the incident should be communicated to the board.

Adopted 2-25-2014