



# SPRINGS SOCCER CLUB HANDBOOK

2025-2026

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## SPRINGS SOCCER CLUB SAFETY POLICIES

Springs SC has developed safety policies for all members of the club, and all persons who are present at games and practices. **This is to ensure a FUN, SAFE, ENJOYABLE, environment for all its members and players.**

All members of the club are expected to be aware of the safety policies develop and enforced by the club, which are provided on the website. SSC takes these policies seriously and advise all parents and legal guardians to be familiar with these policies for the safety and enjoyment of themselves and others.

### GOAL SAFETY POLICY

Tolerance Policy - No Moving Goals

The Goal Safety Policy at Springs Soccer has a **NO Tolerance Policy on moving goals. ALL GOALS at the SSC are to be anchored in accordance with the Goal Safety Policy and NO GOALS may be moved for any reason.**

The only movement of goals will be conducted by SSC Directors and coaches only with approval from Executive Directors. NO parents or spectators in the competitive program are permitted to move goals. Soccer Goal Safety is something that Springs SC takes seriously and has made every effort to ensure goal safety.

### THOR GUARD SYSTEM

The City of Coral Springs Cypress Park uses the ThorGuard Lightning System, an Advanced Warning System, to monitor and detect lightning throughout the entire Cypress Park fields/complex. All Players and Parents are to understand how the ThorGuard Lightning system works and follow the rules and regulations that the system has put forth.

### HOW THOR GUARD SYSTEM WORKS

This system is installed on top of our maintenance shed located between our main soccer fields and the baseball fields. This system will detect lightning within a few miles of the complex. There are three stages to this system: Green - All Clear, Yellow - Caution and Red - immediate danger. When the system gets to red, there will be a loud horn sound to alert everyone of the immediate danger. However, our guidelines and instructions from the city have told us that we are to monitor the system online and when it gets to yellow, clear the fields.

- The system will alert all participants in the park when conditions become hazardous and lightning is detected within a 2-mile radius of the park.

- When lightning is detected, a 15 second Warning Horn will Sound and the Strobe lights will flash (located on top of the Maintenance Building).

- All players and visitors in the park, must take shelter in their cars.

DO NOT wait under trees, picnic canopies, or concession building overhangs. On-site facility rooms will be closed.

- When it is safe to return to the fields, a 3-5 second horn will sound and the strobe light will turn OFF.

## **INCLEMENT WEATHER PROCEDURE**

1. During Red Alerts we ask that ALL PLAYERS remain in their parent's vehicle until further notice.

2. During Red Alerts we ask that PARENTS ARE PRESENT with their vehicles in the Sports Complex to provide a safe place for their child to wait during weather delays. Waiting under the picnic overhang or outside will not reduce the chances of getting hit by lightning. All players are asked to be in the safest possible place at this time, which is a car.

3. Players are asked to wait in their vehicles until 1 of 2 notifications:

- The Sounding of the Thor Guard Siren indicating it is safe to be outside. The Light will turn off as well.

- A text message from the team manager communicating the cancelling of practice.



## **THOR GUARD DATA REFERENCE GUIDE**

**Background:** A THOR GUARD Lightning Prediction System looks at the electrostatic "charge" of the atmosphere to determine when conditions are favorable for lightning to occur. In order to have a lightning strike in your area, there must be a "build-up" of the electrostatic field. A THOR GUARD Lightning Prediction System has the following basic components:

1. **Energy Level** : At the top of the ThorPCX display (just below logo) will be the Energy Level indicator that displays the relative amount of positive (yellow) or negative (red) charge in the atmosphere. Under normal conditions (no rain, storms, or high wind) the energy display will only show a small amount of charge and it is normally positive (yellow). When storms approach or develop nearby, you will see a build-up of positive charge. As lightning moves in closer, or when a storm is developing close to your area, you will normally see a build-up of negative

energy. Typically, when a strike occurs within the sensor range, you will see a transition from negative to positive. The faster this reversal in charge occurs, the closer the strike. During high winds, you will normally see a build-up of positive charge. As the "charge" in the atmosphere increases, the Thor Guard will give you an alert level corresponding to the threat of lightning. These levels will be displayed in the graphic display immediately below the Energy Level.

2. **Warning Levels** : Warning level window is located just below Energy Level

-  - No Threat
-  - No immediate threat but situation should be monitored if storms are developing or rain is in the area. A "Caution" level is normal with rain showers.
- **WARNING** - Thunderstorms and/or high wind are in the area. Unit should be closely monitored. Lightning is in the area or a t-storm is developing nearby or overhead.
- **RED ALERT** - The potential for lightning is high, all activities should stop.

3. **Lightning Information Box** : Located below the Lightning Alert and Emergency Alert indication area is the Lightning Information Area that contains the following information:

- **LHL**: Lightning Hazard Level. A number from 1-9. 1 means a 10% chance of lightning and 9 which means 90% chance of lightning within the **Sensor Range (normally 12-15 miles)** . An LHL greater than 4 indicates lightning is occurring or has the potential of occurring in your area.

- **DI** : Dynamic Index. Number from 1.0 - 9.9 "1" means 10% chance and 9.9 means 99% chance of lightning within close proximity of your sensor location. **A DI > zero means there is lightning in the area!**

- **AD** : Alarm Level. Any time you get a Red Alert, the AD will start at 10 which means you have at least 10 minutes until you could get an All Clear signal. The AD will reset itself to 10 until all static charge is out of the area and play can resume. The AD will count down when no "new" surges in energy have been detected.

- **FCC** : Field Collapse Count. Basically, the FCC number gives you an idea of how many lightning strikes have occurred within the sensor range. It is helpful to watch the FCC count as the system goes from Caution-Warning-Red Alert as it allows you to see how "active" a storm is in terms of lightning strikes.

Typical readings on a THOR GUARD System during the development and/or approach of a storm are:

LHL= 6 - 9

DI= 1.6 - 4.0 (If a DI of 3 occurs, then the system will go to Red Alert) AD= 10

FCC = 10 - 50

**ALL CLEAR**

**CAUTION**

**Player Code of Conduct:**

**General**

The Springs Soccer Club (SSC) is all about you, the player. Everything we do is to make your soccer experience the best it can be.

**Obligations toward the Game**

**A player should:**

- 1) Play for the fun of it, not just to please your parents or coach.
- 2) Be a good sport by cheering all good plays, whether it is your team's or your opponent's.
- 3) Remember that the goals of the game are to have fun, improve skills and feel good.
- 4) Make every effort to develop their own sporting ability, in terms of skill, technique, tactics and stamina.
- 5) Give maximum effort and strive for the best possible performance during a game, even if the team is in a position where the desired result has already been achieved.
- 6) Set a positive example for others, particularly young players and supporters.
- 7) Avoid all forms of gamesmanship and time wasting.
- 8) Always have regard to the best interests of the game, including where publicly expressing an opinion on the game and any particular aspect of it, including others involved in the game.
- 9) Concentrate on playing soccer and on affecting the outcome of the game with your best effort.
- 10) Not use inappropriate language.
- 11) Control your temper and most of all, resist the temptation to retaliate when you feel you have been wronged.

**Obligations towards the Team****A player should:**

- 1) Work equally hard for your team as for yourself.
- 2) Treat all players as you would like to be treated.
- 3) Make every effort consistent with Fair Play and the Laws of the Game to help the team performing at its highest level as a team.
- 4) Resist any influence that might, or might be seen to, bring into question commitment to the team.

**Respect for the Laws of the Game and Competition Rules****A player should:**

- 1) Know and abide by the Laws, rules and spirit of the game, and the competition rules for leagues, Cups and tournaments. Accept success and failure, victory and defeat, equally.
- 2) Resist any temptation to take banned substances or use banned techniques.
- 3) Cooperate with your coaches, teammates, opponents and the referees.

**Respect towards Opponents****A player should:**

- 1) Treat opponents with due respect at all times, irrespective of the result of the game.
- 2) Safeguard the physical fitness of opponents, avoid violence and rough play, and help injured opponents.

**Respect towards the Referees**

**A player should:**

- 1) Accept the decision of the Referee without protest.
- 2) Avoid words or actions that may mislead a Referee.
- 3) Show due respect towards Referee.

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**Respect towards Team Officials****A player should:**

- 1) Abide by the instructions of their Coach and Team Officials, provided they do not contradict the spirit of this Code.
- 2) Show due respect towards the Team Officials of opposing teams.

**DISCIPLINE POLICY**

The Springs Soccer Club is committed to providing an environment in which all individuals or organizations involved with the Club are treated with respect. Membership and registration with the Club as well as participation in its activities, brings many benefits and privileges. At the same time, registrants and or organizations are expected to fulfill certain responsibilities and obligations including but not limited to complying with the Clubs Rules (Bi-Laws), Policies and Procedures.

Irresponsible behavior by members, parents, volunteers, administrators, staff members, contractors or officers can result in severe damage to the integrity of the Club. Conduct that violates these values may be subject to sanctions pursuant to this Policy.

This Policy applies to all members or potential members and their parents/guardians/caregivers, volunteers, administrators, staff, contractors or officer.

This Policy shall be read and applied in accordance with the policies and procedures of The City of Coral Springs, US Club Soccer, and the Springs Soccer Club.

Any members or potential members and their parents/guardians/caregivers, volunteers, administrators, staff, contractor or officer shall at all times act in good faith and in the best interest of the Club and act at all times in accordance with the aims objectives, policies and procedures of the Club and shall not engage in any conduct that may create a conflict of interest or that may bring the Club into disrepute.

Any members or potential members and their parents/guardians/caregivers, volunteers, administrators, staff, contractor or officer shall not directly or indirectly encourage or assist in establishing or operating a soccer organization or competition that is not or will not be registered with the Springs Soccer or sanctioned by US Club Soccer .

**CODES OF CONDUCT**



The following Codes of Conduct can be found on the SSC's website: 1. SSC Coaches Code of Conduct

2. SSC Players Code of Conduct

3. SSC Fan Policy

4. SSC Harassment, Anti-Bullying & Zero Tolerance Policy

**REFUNDS: ALL FEES ARE NON REFUNDABLE** Club fees: There will be no refunds of club fees.

Team fees: There will be no refund of team fees. Team fees are fluid depending on the tournaments planned, what the team is accepted to and the variable costs of travel. Every player is responsible for team fees regardless of tournament attendance.

By registering with the Springs Soccer Club I understand that I am responsible for all club fees and team fees for the full season. I understand that I am responsible to pay team fees even if I decide not to attend a tournament. All players are expected to meet a high standard of commitment to training and play. Players are expected to attend all practices and participate in all league games and tournaments.

All players and parents are expected to read and abide by the Parent/Player Policies. If you have any questions, please contact your team coach or the age group Directors. All players should expect to play in several tournaments on holiday weekends, including Labor Day, Thanksgiving and possibly others. I understand and accept my commitment to the Springs Soccer Club and agree to abide by and support the policies and procedures included therein.

I hereby release any officers, coaches, sponsors, or owners/lien holders of properties used by the SSC Soccer Club from any and all claims and causes of action of any kind whatsoever which the undersigned has or might have, known or unknown, now existing or might arise in the future, directly or indirectly attributable to any injury or damage that might result from my child's participation in soccer activities.

I agree that Springs Soccer Club may use pictures of my child for any lawful purpose for such purposes as player identification card, publicity, illustration, advertising, and Web content. I authorize Springs Soccer Club, its assigns and transferees to copyright, use and publish my child's sports photos in print and/or electronically. I have read and understand the above I understand that I am responsible for Club Fees and Team Fees as described above. I understand if these fees are not paid, then the player will be ineligible to participate in team practices, games and tournaments until payment is received.

Failure to pay: Failure to pay your fees within thirty (30) days of fee payment due date will invoke the "no pay, no play" Club policy and the player's ID card will be held by the Springs Soccer Club until the past due payment is received. Players will be ineligible to participate in team practices, games and tournaments until the payment is received. SSC realizes that emergencies may result in a financial strain on the family and in order to keep the player from being ineligible the Club will work with a family if they contact the office in a timely manner. (The 30-day rule applies to all payments except the team fees. All team fees must be paid by date due).

**Team Movement:** If the club permanently moves a player to another team (primary rostered), the fees will be prorated accordingly with either an invoice or adjustment. The same will apply to team fees. The move has to be approved in writing by the program coordinator. A dual rostered player is responsible for any team fees that are affiliated with an attended event on the secondary rostered team, in addition to their primary rostered team fees. The club reserves the right to adjust team placement at any time.

All players and their families are expected to abide by and support the policies and procedures included in the Springs Soccer Club. If you have any questions, please contact the Director of Club Development.

## **COACH REIMBURSEMENT POLICY**

### **Travel Miles**

Coaches will be reimbursed for travel miles for regular season games and tournaments when the destination is more than 45 miles from the main training field.

Mileage will be reimbursed per annual IRS guidelines; see link for current reimbursement rates; in 2024 that rate is .67 cents per mile. <https://www.gsa.gov/travel/plan-a-trip/transportation-airfare-rates-pov-rates-etc/private-owned-vehicle-pov-mileage-reimbursement>

If the distance from main training field to the destination is shorter than from the coach's home to destination, the employee must count the shorter of the two distances.

Teams shall be responsible for reimbursing their coach's out-of-area travel expenses as follows:

### **Regular Season League Games**

Travel to League games in excess of 45 miles (90-mile round trip) from the main training field shall be covered by the team. Distances inside of 45 miles (less than 90-mile round trip) are considered part of the coaches' agreement with the club and reimbursement of expenses will not be permitted.

### **Tournaments**

Tournament travel mileage will be covered on the same basis as regular season league.

### **Meals and Incidental Expenses (IE)**

The club follows the federal government's 2024 General Services Administration per Diem ([https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-results?action=perdiems\\_report&fiscal\\_year=2024&state=FL&city=Coral%20Springs&zip=33076](https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-results?action=perdiems_report&fiscal_year=2024&state=FL&city=Coral%20Springs&zip=33076)) . This will be for away games, tournaments, events that 45 miles or more and/or require overnight stay. First & last day of travel - amount received on the first and last day of travel and equals 75% of total M&IE which is \$51.75.

**Meals shall be paid on a per diem basis of \$69.**

- Breakfast = \$16
- Lunch = \$17
- Dinner = \$31
- Incidentals: \$5

In the event that the coach does not leave until after breakfast or lunch, he/she cannot charge the team for a full day's per diem.

If a team pays for a coach's meal, the coach cannot claim his/her per diem for that meal. If, for example, breakfast is included in the daily hotel rate, then a team is not responsible for paying that meal.

### **Lodging**

The per diem rate for lodging shall be whatever lodging arrangements are made at the "team hotel." With team approval, other arrangements may be made but the coach shall not be reimbursed in excess of the "team hotel" rate. Only the costs of overnight accommodation are covered. The coach is responsible for any miscellaneous expenses.

### **Transportation**

For long distance travel, the team shall pay for the coach's airfare and necessary car rental fees and gasoline. For long distances traveled by car, coaches are encouraged to travel with a family or look into renting an economy vehicle and charge the team for gas as this can be cheaper than the expenses associated with personal mileage.

### **Payment Schedule**

Coaches should work with the Team Manager and/or Team Treasurer when booking coach travel expenses; it is common practice for the Treasurer to book coach travel expenses. It is acceptable for the manager or treasurer to book coach travel on their own card, and then be reimbursed from team fee funds. The manager should approve any treasurer reimbursements; the treasurer should approve all manager reimbursements. The treasurer should maintain all coach travel expense receipts in a file.

### **Assistant Coach**

SSC does not reimburse assistant coaches expenses while traveling with the team. In the event an assistant coach requests travel reimbursement from its team, the assistant coach must submit the request to the Head Coach and Team Manager, who in turn must make the team's parents aware of the request; the parents will decide whether or not to reimburse. In the event that an assistant coach is acting as a head coach at a tournament or game then the assistant coach will be treated as head coach and expenses can be requested (the head coach reimbursement policy will be applied).

Coaching Reimbursement will be provided for coaches in the following manner with approval from the Technical Director. Any coach wishing to attend a Higher-Level Coaching Course must seek approval for reimbursement by Technical Director prior to enrollment. Travel to and from the course will not be covered by SSC.

### **Coaching Courses**

The following courses are 50% cost reimbursement after successfully attending the course and 25% one year after a successful evaluation.

## **COACH EDUCATION POLICY**

The coach must still be working with the Club to be eligible for reimbursement. Prior approval from the Technical Director is needed prior to enrollment and external funding must be utilized before requesting reimbursement.

- USSF D License
- USSF C License
- USSF B License
- USSF B License
- USSF A License

**Higher Level Foreign Courses** International coaching course will be decided on a case-by-case basis by the Executive Management Group.

**Conferences & Workshops** Individuals affiliated with the club may apply to the Technical Director to be reimbursed for registration fees, course material fees, travel expenses and/or any other related expenses paid for conferences or workshops. The Technical Director, in consultation with the Executive Director, may approve the application in whole or in part if, in his/her opinion:

- a) The conference or workshop will be of direct and substantial benefit to the club, and
- b) There are sufficient funds available in the budget.

**Other Coach Training Opportunities:** Coaches are encouraged to find other educational opportunities to help continue their development.

Any coach wishing to seek reimbursement for attending an educational opportunity is requested to speak with the Executive Director about the possibility for reimbursement prior to attending or enrollment in the educational opportunity.

Please submit your receipt to the Accountant with proof of completion or a successful pass (receipt and photocopy of certificate/screenshot of license).

# HARASSMENT, ANTI-BULLYING & ZERO TOLERANCE POLICY

## Statement of Intent

The Club is committed to providing an environment in which all individuals or organizations involved with the Club are treated with respect. Membership and registration with the Club as well as participation in its activities, brings many benefits and privileges. At the same time, registrants and or organizations are expected to fulfill certain responsibilities and obligations including but not limited to complying with the Clubs By-Laws, Policies and Procedures.

Irresponsible behavior by members, parents, volunteers, administrators, staff members, contractors or officers can result in severe damage to the integrity of the Club. Conduct that violates these values may be subject to sanctions pursuant to this Policy.

## Objectives of the SSC Anti-Bullying Policy

- Bullying will not be tolerated.
- All players, coaches and managers and parents of SSC should have an understanding of what bullying is.
- All managers and coaching staff should know what the club policy is on bullying and follow it when bullying is reported.
- All players should know what the club policy is on bullying and what they should do if bullying occurs or is suspected.
- As a club we take bullying seriously. Players and parents should be assured that they will be supported when bullying is reported.

## Definition of “bullying”

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. Bullying consists of three basic types of abuse - Emotional, verbal and physical. **Bullying can be and does include:**

- Verbal bullying including derogatory comments, lies, false rumors, teasing, ridicule and bad names.
- Emotional bullying includes being unfriendly, sending hurtful or tormenting messages via social media forms.
- Bullying through social exclusion or isolation, being ignored and or left out
- Physical bullying includes pushing, kicking, hitting, punching or any other use of Violence.
- Being attacked because of their religion, race or color, gender or sexuality including but not limited to taunts, graffiti, gestures, etc.
- Sexually unwanted physical contact or sexually abusive comments.
- Misuse of associated technology such as unwanted camera and video usage and social networking exposure

**Signs and indicators of bullying** A player may indicate he or she is being bullied by signs or behavior, adults should be aware of these possible signs and should investigate if a player:

- Says he or she is being bullied
- Is afraid or unwilling to go to training, practice or games
- Becomes withdrawn anxious, or lacking in confidence
- Feels ill before training sessions
- Is nervous and /or jumpy when a message is received (e.g. text, IM, phone, social network)
- Comes home with clothes torn or training equipment damaged
- Asks for money or starts stealing money (to pay the bully)
- Has unexplained cuts or bruises
- Is frightened to say what's wrong
- Gives improbable excuses for any of the above

In some more severe situations, other indicators can include:

- Cry them-selves to sleep at night or has nightmares
- Becomes aggressive, disruptive or unreasonable
- Is bullying other children or siblings
- Stops eating
- Attempts suicide, runs away or hurts themselves deliberately (self harm)

#### **Directions for coaches/managers noticed that a payer is being bullied**

- Ask the player directly
- Take any incidents of bullying that they tell you about seriously
- Talk calmly with the player about their experiences
- Make note of what the player says
- Reassure the player that they have done the right thing by telling you
- Understand that your player may need to change aspects of their behavior
- Never approach another parent directly
- Do not encourage your player to retaliate
- Contact the SSC administration immediately

#### **Procedures**

1. Immediately report the bullying incidents/behavior to SSC. A complaint can be communicated verbally, initially, to a Club official or employee but must be followed up in writing (letter and/or email). SSC Incident Form should be submitted to SSC via SSC's Administrator who can be reached via email.
2. The Club will take every concern seriously, investigate the issue and report back to you in a timely manner.
3. In serious cases, parents may be asked to come in to discuss the problem.
4. If necessary and appropriate, the police will be consulted.
5. If bullying is found, it will be stopped immediately by removal of the player (s) who is bullying from the Club until a suitable process has been met through club policy.
6. A record will be kept on the incident(s), investigation and any action(s) taken.

7. The bully (bullies) will be placed on probationary period with the club of no less than six (6) months.

## **Harassment Policy**

### **Workplace Harassment Policy**

1. The Club's Board of Directors is committed to providing a work environment in which all individuals are treated with respect and dignity. Workplace harassment will not be tolerated from any person in the workplace. Everyone in the workplace must be dedicated to preventing workplace harassment. Club officers, volunteers, administrators and staff are expected to uphold this policy, and will be held accountable by the employer.
2. Workplace harassment means engaging in a course of vexatious comment or conduct against a staff member, in a workplace, that is known or ought reasonably to be known to be unwelcome. Harassment may also relate to a form of discrimination as set out in the law.
3. This policy is not intended to limit or constrain the reasonable exercise of management functions in the workplace.
4. Staff are encouraged to report any incidents of workplace harassment. The Board will investigate and deal with all concerns, complaints, or incidents of workplace harassment in a timely and fair manner while respecting workers' privacy, to the extent possible.
5. Nothing in this policy prevents or discourages a worker from filing an application with the law within one year of the last alleged incident. A worker also retains the right to exercise any other legal avenues available.

### **SSC Zero Tolerance Policy**

Springs Soccer Club is a strong supporter of making sport safe for its youth. This policy is to help ensure the safety and enjoyment of soccer for all, by condemning all forms of abuse - verbal, physical, emotional and sexual - while attempting to protect individuals from abuse.

SSC supports zero tolerance as it relates to all forms of abuse: verbal, physical, emotional, and sexual. All relationships within SSC context - whether involving members of the Board of Directors, Club staff, coaches/managers, volunteers, players, parents/family members, supporters or referees - must be based on mutual trust and respect. Any act of abuse is a betrayal of that trust. SSC will investigate and act upon all complaints or reports of inappropriate behavior.

This Zero Tolerance Policy attempts to respect diverse individual and cultural viewpoints while protecting individuals from real or perceived abuse.

### **Definitions of Abuse:**

1. **Verbal Abuse** - Verbal abuse includes remarks that are rude or threatening in

nature and that tend to demoralize or demean another person. Words that degrade another person constitute a form of verbal abuse. Verbal abuse includes racial or ethnic insults. All complaints of verbal abuse will be investigated by the Club and may be reported to police with the consent of the victim or, in the case of a minor, a parent.

2. **Physical Abuse** - Physical abuse refers to inappropriate behavior such as punching, pushing, slapping, kicking, spitting or pinching another individual. All complaints of physical abuse will be investigated by SSC and may be reported to police with the consent of the victim or, in the case of a minor, a parent.
3. **Emotional Abuse** - Emotional abuse signifies the lack of sensitivity on the part of anyone associated with SSC towards another individual. Club officials (Board members, coaches, and managers) should be aware of the power that is inherent in such positions and strive for sensitivity in dealing with individuals in positions of supervision (players, SSC staff, volunteers) and with parents. Emotional abuse includes racial, physical or ethnic insults. All complaints of emotional abuse will be investigated by SSC.
4. **Sexual Abuse** - Sexual shall be defined as: sexual intercourse or other forms of physical sexual relations between at least one individual associated with the Club and another person where the activity is not consensual
  - all sexual intercourse or other forms of sexual relations with a minor
  - touching of a sexual nature and
  - behavior or remarks of a sexual nature SSC will immediately report all complaints of sexual abuse to the police.

### **Reporting Guidelines and Procedures**

1. Violations of the Zero Tolerance Policy should be reported immediately to SSC office by the victim(s) and/or by those close to them (a parent, a teammate, a coach etc.).
2. A complaint can be communicated verbally, initially, to a Club official or employee but must be followed up in writing (letter and/or email). A complaint should be filed submitting a filled
3. SSC Incident Form to SSC via SSC's Administrator who can be reached via email. If the complaint involves physical or sexual abuse, SSC official or employee will contact the police if the individual alleging abuse has not already done so and with the individual's consent.
4. All complaints of abuse will be immediately investigated by SSC.
5. All complaints to SSC must be in written form before a complaint is dealt with. However, SSC will immediately report criminal activities to the police (with the consent of the individual alleging abuse) without a written complaint.
6. Once a written complaint has been filed with SSC, a discipline committee consisting of at least three Board members will discuss the complaint with the individual alleging abuse (note: in the case of sexual abuse, SSC may designate a Club official of the same gender as the individual alleging abuse to contact the victim).
7. A Board member assigned to lead the investigation into the complaint will schedule a Discipline Hearing within ten (10) business days of notice in the individual(s) whom the complaints have been filed against. The individual(s) who are named on the complaint shall be contacted by registered mail and requested to appear at the Discipline Hearing.



8. In the case of Physical Abuse such as fighting, kicking, etc. the Discipline Committee will decide between either a Discipline by Review or Discipline by Hearing process to determine appropriate penalties and/or suspensions.
9. Discipline shall be heard by three (3) Board members one of whom is the Discipline Chair. If a certified Chair is not available within SSC, the US Club Soccer will be asked to provide a certified Chair for these purposes.
10. The committee shall hold a hearing and invite the individual(s) named on the complaint to be present at the hearing. Only individuals called by the committee shall be allowed to participate in a hearing. The committee shall then deliberate in camera following the meeting with the individual(s) who are named on the complaint.
11. The decision shall be communicated to the individual alleging abuse and the individual named in the complaint within ten (10) working day of the Hearing.
12. Penalties for contravening the Zero Tolerance Policy can range from a permanent suspension from SSC, suspension for a specified period, and a probationary period where the individual can continue with SSC. All committee decisions are final.
13. SSC, City of Coral Springs and US Club Soccer guidelines for suspensions and penalties may be used as guidance in rendering suspensions for physical abuse issues such as Violent Conduct (fighting, kicking, etc.).
14. Individual(s) who are charged with a criminal offense involving SSC related incidents shall be immediately suspended from SSC pending resolving of the charges. No Discipline Hearing shall take place when an individual is facing criminal charges SSC related incidents. SSC members who are convicted of a Criminal Code of United States offense are subject to suspension or removal.
15. Any individual who is convicted of a criminal offense resulting from sexual or physical abuse shall be banned for life from SSC.
16. Individual(s) who violate the Zero Tolerance Policy for non-criminal activities may apply for reinstatement to in writing SSC one month prior to the end of a time specified penalty.

#### **Handling Incidents of Abuse during a House League game (physical, verbal or emotional abuse)**

1. The referee must suspend a game if an abuse incident involving a coach, player or parent/spectator occurs during a game.
2. If a coach is the source of the abuse, the referee will advise the coach that the game will be abandoned if the abuse continues.
3. If a parent/spectator is the source, the appropriate coach will be informed that the game will be abandoned unless the abuse ceases. If the source is a supporter, the appropriate coach will provide the referee with the name of the supporter and the coach must advise the fan that the next occurrence of a similar nature will result in abandonment of the game. If the spectator is not associated with either team, both coaches will be asked to speak to the spectator and request them to leave the field area.
4. The game will be restarted by the referee only if the abuse ceases, with a dropped ball at the location where the play was stopped.
5. The incident shall be reported to the Club Head Referee Assignor by the referee in charge immediately following the game completion or abandonment.
6. If the abuse continues, the referee will abandon the game and clearly indicate on the game sheet that the game was abandoned due to abuse.

8. The senior game official must immediately report the incident to the Club Head Referee and fill out a Special Incident Form within 24 hours.
9. In cases of physical abuse on a referee, a "Referee Assault Form" must be completed by the referee.
10. SSC will report all incidents of a criminal nature immediately to police.

**This Zero Tolerance Policy applies to:**

- All members of the Club Board of Directors
- All Club staff members
- All coaches
- All managers
- All players
- All parents/family members/guardians/caregivers
- All referees
- All volunteers

All club officials, volunteers, SSC staff, coaches, managers, and referees must sign a form acknowledging their understanding and acceptance of the Zero Tolerance Policy.

This Zero Tolerance Policy shall be posted on the SSC 's website always and communicated to parents and players at the beginning of every program cycle. Ignorance of the Zero Tolerance Policy shall not be considered a valid defense against a complaint.

## **HEALTHY LIFESTYLE POLICY**

### **General**

As a youth oriented, community-based sports club, Springs Soccer Club supports a healthy and active lifestyle for all members and their extended families.

While physical activity within the context of team play is a central tenet of the Club's mission, the importance of consuming healthy foods and the careful and in some instances the restricted use of substances is a key component of a healthy lifestyle.

The Club, through encouragement, example and general Club communication, espouses the principles of a healthy lifestyle via these policies.

### **Healthy Snack Policy**

- SSC believes that promotion and modeling of healthy eating habits and balanced lifestyles to members of our Club can play a crucial part raising the awareness of a healthy life style within our community's youth.

- Whereas the consumption of snacks and liquid refreshments is an important team societal event, the Club will promote the exclusive consumption of healthy food items at SSC games, practices, tournaments etc.

#### Anti-Tobacco Policy

- In recognition of the significant health risks posed by tobacco and tobacco products, SSC promotes and encourages a tobacco free lifestyle for all players, team officials and spectators.
- All club premises, games, practices, activities, tournaments, competitions, sponsored events, and other performances sanctioned by our organization shall be tobacco-free. Tobacco free means no smoking, snuffing, vaping, dipping or chewing tobacco by players/participants, coaches/leaders, parents, spectators and officials. No tobacco product nor derived product shall be consumed at a facility leased or permitted by SSC.

#### Anti – Doping Policy

- The Club believes in the principles of fair play, inclusiveness and fairness to all within an umbrella of fun-filled and competitive based sports activities.
- The use of performance improving substances to gain a competitive advantage over fellow athletes are counter to those principles.
- The Club prohibits the use of performance enhancing substances in any form.
- Any members reported to have used or facilitated the use of performance enhancing substances either for themselves or others will be suspended.

#### Alcohol Free Policy

- In recognition of the health and lifestyle risks posed by alcohol products, SSC promotes and encourages an alcohol free environment for all players, team officials and spectators.
- All club games, practices, activities, tournaments, competitions, sponsored events, and other performances sanctioned by our organization shall be alcohol-free.
- No alcohol products shall be consumed at a facility permitted by SSC.
- Under no circumstances shall a player or team official participate in a SSC game and/or practice session while under the influence of alcohol.
- The Referee may eject from a match, any player, team official or spectator they feel may be under the influence of alcohol.

#### Non-Medically Prescribed Drug Free Policy

In recognition of the health and at times dangerous lifestyle risks posed by various forms of non-medically prescribed drugs, SSC promotes and encourages a drug free environment for all players, club and team officials, employees and spectators. Non-medically prescribed drugs are defined as either cannabinoid, opioids, stimulants, club drugs, dissociated drugs, hallucinogens or other like compounds.

- All club games, practices, activities, tournaments, competitions, sponsored events, and other performances sanctioned by our organization shall be drug- free.

- No non-medically prescribed drugs shall be consumed at a facility permitted by SSC.
- Under no circumstances, shall either players nor team officials participate in a SSC game and/or practice session while under the influence of non-medically prescribed drugs. The Referee may eject from a match, any player, team official or spectator they feel may be under the influence of non-medically prescribed drugs.

## **SOCIAL MEDIAL POLICY**

### **General**

This policy governs the publication of and commentary on social media by SPRINGS SOCCER CLUB (SSC) volunteers, employees and members. For the purposes of this policy, social media means any facility for online publication and commentary, including but not limited to:

- Social networking sites such as Twitter , Instagram, Facebook, YouTube and LinkedIn.
  - Team communications sites such as PlayMetrics.
  - Blogs and wiki's.
- This policy pertains to any communication which references, directly or indirectly, SSC or any club's program.
- Club volunteers, employees and members are free to publish or comment via social media in accordance with this policy. Club employees / Independent Contractors are subject to this policy to the extent they identify themselves as an employee / contractors of the club (other than as an incidental mention of place of employment in a personal blog on topics unrelated to the Club).
  - The distinction between the private and the professional has largely been obliterated and it must be assumed that one's private and professional social media activity will be treated as one no matter how much effort is spent attempting to keep them separate.
  - Publication and commentary on social media carries similar obligations to any other kind of publication or commentary. All uses of social media must follow the same legal and ethical standards that the Club must otherwise follow.
  - Social media is in real time. Postings are available to a wide audience in seconds and may be digitally captured for eternity.

### **Maintaining Confidentiality**

Some information about SSC is not in the public domain at all times; such as unpublished details about the club's financial position, upcoming projects, tentative roster selections, and contemplated coaching assignments. Personal information about members, especially children, can never be published.

### **Respect your Audience, the Club, and your Colleagues**

The public in general, and Club employees, volunteers and members, reflect a diverse set of customs, values and points of view.

- Be careful not to say anything contradictory or in conflict with Club policies and material published on the website or elsewhere.
- Don't be afraid to be yourself, but do so respectfully. This includes not only the obvious (no ethnic slurs, offensive comments, defamatory comments, personal insults, obscenity, etc.) but also proper consideration of privacy and of topics that may be considered objectionable or inflammatory - such as politics and religion.
- Use your best judgment and be sure to make it clear that the views and opinions expressed are yours alone and do not represent the official views of the Club.

### **Dealing with Controversial Issues**

If you see misrepresentations made about the Club in the media, you may point that out. Always do so with respect and with the facts. If you speak about others, make sure what you say is factual and that it does not disparage that party.

### **Correcting Mistakes**

In the fast-moving world of social media, it is possible to inadvertently (or carelessly) make a mistake or to repeat someone else's mistake.

- If you make an error, be up front about the mistake and correct it quickly. If you modifying an earlier post, make it clear that there is a modification.
- If someone accuses you of posting something improper (such as their copyrighted material or a defamatory comment about them), deal with it quickly - better to remove it immediately to lessen the possibility of a legal action.

### **Thinking about Consequences**

Careless or inappropriate comments about a member, a sponsor, a partner or the Club itself can result in, at minimum, bad relations with the offended party, and in the worst case, legal action.

#### **Springs Soccer Club -Specific Social Media**

- Twitter
- Tweets of club soccer news, events, and program promotions will be tweeted only by person specifically authorized by the club.
- Instagram
- Only a person specifically authorized by the club will post club-related photos of club soccer news, events, and program promotions.
- YouTube
- Club-related videos of club soccer events, program promotions and coach training material will be posted on YouTube only by a person specifically authorized by the club
- Competitive team information - practice schedules, games and other relevant information- will be posted on a team-specific PlayMetrics pages, by official team managers and coaches and/or club administration

## **Enforcement**

Policy violations will be subject to SSC disciplinary action, up to and including:

1. Independent Contractor | Employee: termination for cause
2. Volunteers: removal from the volunteer position and possible suspension from the club
3. Members: suspension from the club

## **The Rule of Two Objective**

The Rule of Two serves to protect minor athletes in potentially vulnerable situations by ensuring that more than one adult is present.

## **Description**

Vulnerable situations can include closed doors meetings, travel, and training environments. Organizations are encouraged to create and implement policies and procedures that limit the instances where these situations are possible.

Ultimately, the Rule of Two states that there will always be two screened and certified coaches with an athlete, especially a minor athlete, when in a potentially vulnerable situation.

This means that any one-on-one interaction between a coach and an athlete must take place within earshot and view of the second coach, with the exception of medical emergencies.

In the event where screened and certified coaches are not available, a screened volunteer, parent, or adult can be recruited. In all instances, one coach/volunteer must reflect the genders of the athletes participating or be of an appropriate identity in relation to the athlete(s).

The one-on-one interaction between a coach and an athlete without another individual present is to be avoided in all circumstances.

## **Springs Logo**

All variations of the Springs SC logo are not allowed to be reprinted by any member or non-member of the club.

## **DISCIPLINE POLICY**

The Springs Soccer Club is committed to providing an environment in which all individuals or organizations involved with the Club are treated with respect. Membership and registration with the Club as well as participation in its activities, brings many benefits and privileges. At the same time, registrants and or organizations are expected to fulfill certain responsibilities and obligations including but not limited to complying with the Clubs Rules (Bi-Laws), Policies and Procedures.

Irresponsible behavior by members, parents, volunteers, administrators, staff members, contractors or officers can result in severe damage to the integrity of the Club. Conduct that violates these values may be subject to sanctions pursuant to this Policy.

This Policy applies to all members or potential members and their parents/guardians/caregivers, volunteers, administrators, staff, contractors or officer.

This Policy shall be read and applied in accordance with the policies and procedures of The City of Coral Springs, US Club Soccer, and the Springs Soccer Club.

Any members or potential members and their parents/guardians/caregivers, volunteers, administrators, staff, contractor or officer shall at all times act in good faith and in the best interest of the Club and act at all times in accordance with the aims objectives, policies and procedures of the Club and shall not engage in any conduct that may create a conflict of interest or that may bring the Club into disrepute.

Any members or potential members and their parents/guardians/caregivers, volunteers, administrators, staff, contractor or officer shall not directly or indirectly encourage or assist in establishing or operating a soccer organization or competition that is not or will not be registered with the Springs Soccer or sanctioned by US Club Soccer.

#### **CODES OF CONDUCT**

The following Codes of Conduct can be found on the SSC's website:

1. SSC Coaches Code of Conduct
2. SSC Players Code of Conduct
3. SSC Fan Policy
4. SSC Harassment, Anti-Bullying & Zero Tolerance Policy

#### **INJURY AND PREVENTION RESOURCES**

Joe DiMaggio U18 Sports: 954-538-5566