



**US YOUTH SOCCER**  
**2020-21 NEW ENGLAND CONFERENCE, MANAGED BY EDP SOCCER,**  
**OPERATING PROCEDURES**  
(as of August 5, 2020)

**INTRODUCTION**

In accordance with the US Youth Soccer Rules (14.06) these New England Conference Operating Procedures shall be an extension of the Rules. When Rules are referenced or summarized in these Operating Procedures, they are meant to mirror the Rules in every respect. These Operating Procedures are specific to the US Youth Soccer New England Conference.

**SECTION 1. NEW ENGLAND CONFERENCE – TEAM APPLICATION**

**1.01 Team Eligibility**

Any team applying for entry into the New England Conference must meet the eligibility requirements in accordance with the Rules.

**1.02 Registration System / Application Process**

GotSoccer shall be the official team application/registration system of the New England Conference. Any eligible team must apply their team into the Conference using GotSoccer. No applications will be received or accepted in any other system.

Eligible teams must have a GotSoccer account in order to apply into the New England Conference. Team accounts must have accurate information regarding the coach and manager at the time of submission. In completing any application into the New England Conference teams are required to submit accurate information on team accomplishments. Misrepresentation of team accomplishments may result in the team being disqualified from conference participation.

**1.03 Application Deadlines**

12U-14U New England Conference Application Deadline: July 15, 2020.

15U-19U New England Conference Application Deadline: September 3, 2020.

**1.04 Application Agreement**

Any team applying to play in a Conference agrees to accept, abide by, and comply with all policies, rules, and decisions of the Leagues Program and further agrees to pay all fees that are due to the Conference for participation in the Conference by the applicable deadlines.

**1.05 State Association Registration**

To be eligible for participation in the New England Conference a team must be properly registered with their respective member State Association prior to acceptance into the Conference.

**1.06 Fees and Other Expenses**

The Team Entry Fee to participate in the New England Conference is \$850 per team (paid to EDP Soccer) and is non-refundable if a team is accepted into the conference and later drops out. The Team Fee does not include Referee Fees, which will be paid in accordance with Section 8 (Referees) of this document.

## **SECTION 2. NEW ENGLAND CONFERENCE – LEAGUE STRUCTURE AND QUALIFICATION**

### **2.01 Structure**

The 2020-21 US Youth Soccer New England Conference will include the following Boys and Girls age groups:

- 13 and Under (13U) – for players born on January 1, 2008 or later
- 14 and Under (14U) – for players born on January 1, 2007 or later
- 15 and Under (15U) – for players born on January 1, 2006 or later
- 16 and Under (16U) – for players born on January 1, 2005 or later
- 17 and Under (17U) – for players born on January 1, 2004 or later
- 18 and Under (18U) – for players born on January 1, 2003 or later
- 19 and Under (19U) – for players born on January 1, 2002 or later\*

\*For all competitions within the National League (including the National League Conferences, the National League Showcase Series and the National League Playoffs), the oldest age group FOR THE 2020-21 SEASONAL YEAR ONLY will be 19/20-U. Eligible players' must be born on or after Jan. 1, 2001. This one-year change is in place to allow players to participate in their final year of National League eligibility that they would have otherwise missed due to the COVID-19 pandemic.

Within the New England Conference there will be two (2) tiers of competition which will include teams primarily from the State Associations of Massachusetts, Vermont, New Hampshire, Maine, Rhode Island and Connecticut.

- Premier I, which is the highest tier of competition, will include up to ten (10) teams in each 13U-19U gender age group. There shall be promotion between the Premier I tier and the second tier, Premier II. Teams will play a single round-robin within each gender age group of the Premier I tier.
- Premier II, which is the second tier of competition, will include up to will include up to ten (10) teams in each 13U-19U gender age group. There shall be promotion between the Premier I tier and the second tier, Premier II. Teams will play a single round-robin within each gender age group of the Premier II tier.

## **SECTION 3. NEW ENGLAND CONFERENCE – TEAM ROSTERS**

### **3.01 Team Rosters**

The official Team Roster for the New England Conference shall be in GotSoccer. Teams are responsible for ensuring that their GotSoccer New England Team Roster is identical to their Official State Association Roster. The GotSoccer roster must be accurate by 24 hours prior to a team's first match of the season. A team's State Association may impose an earlier deadline. Additions to the Team Roster, subject to the requirements of a team's State Association, must be updated in the GotSoccer roster no later than 24 hours prior to a Conference match.

New England Conference teams may create a Club Pass Roster in GotSoccer, which is the pool of Club Pass players designated for use by a specific team. Any club pass player must be added to the Club Pass Roster and Match Line-Up Card no later than 24 hours prior the Conference match in which the club pass players will participate.

### **3.02 Player Eligibility and Limitations**

All players must be current US Youth Soccer members and have member passes that have been approved by their respective State Association.

### **3.03 Team Match Day Line-Ups**

Up to eighteen (18) players (inclusive of both primary players and club pass players) are eligible to play in each Conference match. Eligible players must be listed on the Team Match Day Line-Up (i.e. GotSoccer Game Card). The GotSoccer Game Card will be the used as the official Team Match Day Line-Up prior to each Conference match, and the official Match Report following each Conference match. The process, timing, and verification of the Team Match Day Line-Up must be done in accordance with Section 9 (Match Day Procedures) of this document.

Players on the team roster who are not eligible/participating in a Conference match are allowed in the team bench area but must not be in uniform.

### **3.04 Playing of Ineligible Player**

In accordance with Rules, a team that plays an ineligible player shall be subject to disciplinary action including but not limited to: (a) forfeiture of the match; and (b) suspension of the team's coach from Conference competition. Additional disciplinary action could include (a) expulsion of the team from the Conference; and/or (b) any further action(s) as determined by the Conference League Manager. Accusations from teams of an ineligible player must be extensively substantiated and is incumbent on the accuser to provide concrete evidence of ineligibility.

### **3.05 Player Information**

The New England Conference may require participating teams to provide information on players for use in promoting the Conference and/or its teams and players. Upon request, teams are required to submit information regarding personal player history, competition history, roster history, and any other information that may help promote the league, player, or team.

## **SECTION 4. NEW ENGLAND CONFERENCE – SCHEDULING AND MATCH MANAGEMENT**

### **4.01 Number of Matches**

Each team will be scheduled to play a minimum of four (4) matches in a season. Most gender age groups in the New England Conference Premier I will play between six (7) – nine (9) matches in a single round-robin format. Most gender age groups in the New England Conference Premier II will play between nine (6) – nine (9) matches in a single round-robin format. The final match count will be determined by the number of accepted teams in the Conference.

### **4.02 Match Schedule and Rest Periods**

It is the intent of the league to play only one (1) match per day; however, when circumstances dictate, no more than two (2) matches a day may be scheduled. Every effort will be made to provide for a minimum of three (3) hours rest between matches. Most circumstances involving teams playing two (2) matches in a day will be related to rain-out reschedules.

### **4.03 Inclement Weather and Unplayable Field Conditions Prior to Match**

The Host Complex / Club is responsible for notifying the League Manager as soon as possible if matches on scheduled fields are unable to be played due to field closings or inclement weather. The League Manager, in consultation with the host complex, will make every effort to determine the status of inter-state matches by the Wednesday prior to the inter-state weekend of play (Saturday and Sunday). Rescheduling of inter-state matches is done in accordance with Conference Rescheduling Policy.

### **4.04 Rescheduling Policy**

Once the New England Conference schedule is published it shall be considered official. Changes are permitted at the discretion of the League Manager due to transcription errors, inaccurate information provided to the New England Conference or other errors as determined by the League Manager. All other changes to the schedule shall be made in accordance with the below parameters. Any reschedule situation not included here-in will be determined at the sole discretion of the League Manager.

1. (a) Should a team have a conflict with a National League event (national tier), their conflicting New England Conference match will be rescheduled by the League Manager.

### **4.10 Referee Jurisdiction**

Once the referee has jurisdiction of a match, the match may be stopped, suspended, or terminated as provided in the "IFAB Laws of the Game."

### **4.11 Emergency Match Management Procedures**

On an emergency basis, the League Manager reserves the right to impose emergency Match Management Procedures. These procedures shall be limited to those items that are necessary, in the sole opinion of the League Manager, in order for a match to be played. Such procedures could include, but are not limited to, the following.

1. (a) Shortening match lengths or half time due to inclement weather, lack of light, or other extraordinary circumstances.
2. (b) Moving a match to earlier or later in a day.
3. (c) Establishing additional match day(s) due to excessive rainouts.
4. (d) Approving the use of less than a 3-man referee crew or approving use of a "club" linesman.
5. (e) Approving an alternate method to validate eligible players.

## **SECTION 5. NEW ENGLAND CONFERENCE – STANDINGS**

### **5.01 Earning Points in Matches**

Points earned in the New England Conference will be in accordance with Rules. The standings of teams within the New England Conference will be based upon the number of points earned from each match. Teams earn points as follows: 3 points for a win; 1 point for a tie; and no points for a loss.

### **5.02 Forfeits**

A forfeited match will be scored as a 1-0 win for the opponent. A team forfeiting any match shall be dropped from the New England Conference at the discretion of the League Manager following a review of the incident resulting in any Forfeits. Should a team be dropped, all scores for that team in the seasonal year schedule shall be recorded as a 1-0 win for the opponent. In addition, a team that forfeits one of more matches may be subject to further sanctioning including but not limited to a fine, become ineligible to advance to Regionals, become ineligible to advance to the National Tier of the National League, or be suspended from the Leagues Program. The League Manager of the New England Conference, after consultation of the NL Management Group, shall determine any additional sanctioning.

## **SECTION 6. NEW ENGLAND CONFERENCE – NATIONAL/REGIONAL COMPETITIONS**

### **6.01 Advancement to US Youth Soccer Eastern Regional Championships**

The top team in the Premier I tier (Club v Club and Team v Team competitions) of each 13U-19U gender age group in the New England Conference will qualify for 2020 Eastern Regional Championships that same seasonal year as the New England Conference representative. To be eligible for advancement to the 2020 Eastern Regional Championships, the qualified New England Conference team must have participated in their state association's State Cup competition. Should a team qualify for the Eastern Regional Championships through both the New England Conference and State Cup competition, the team will advance to Eastern Regional Championships as the New England Conference representative.

### **6.02 Qualification into the US Youth Soccer National League Playoffs (National tier)**

The top team in each 13U-18U gender age group, by points/tiebreakers, from the Premier I tier of the New England Conference shall qualify for the US Youth Soccer National League Playoffs (National tier) the next seasonal year in the team's rising gender age group.

## **SECTION 7. NEW ENGLAND CONFERENCE – RULES OF PLAY**

### **7.01 Applicable Rules and Laws of the Game**

Matches will be played under the applicable policies and rules of National League and US Youth Soccer. Teams are responsible for obtaining and abiding by the IFAB Laws of the Game as they govern play subject to the modifications noted the Rules.

### **7.02 Substitutions**

Matches in the 15U, 16U, 17U, 18U and 19U age groups will operate under the FIFA-7 players "per half" substitution system (limited substitution). Once replaced, players cannot re-enter the game during that half of play. Substitutions may be made at any stoppage of play with the approval of the referee. If a player is removed from the match and no substitute enters the match for the player (team plays short), the original player may reenter the match. Reentry shall be at a normal substitution point (with approval of the referee) or at any point during the match if the referee signals for the player's reentry. Matches in the 13U and 14U age groups shall have unlimited substitutions.

During a match is that is part of a Conference event using neutral Health Care Professionals (HCP) or neutral Athletic Trainer Certified (ATC) to monitor the fields, if a player is suspected of suffering a head injury, such player may be substituted for evaluation. The substitution for the evaluation of a concussion/head injury will not count towards the team's total allowed substitutions in a half. However, the team must have at least one substitution available to implement this temporary substitution.

If the player is deemed by the neutral HCP or neutral ATC to not have been diagnosed as having a possible concussion, the player may re-enter the game at any stoppage of play and must replace the original substitute. This head injury evaluation substitution will not count as a used substitution in the half. Furthermore, the temporary substitute will be able to re-enter the game in that half at a later time. If the player is not cleared to return to play by the HCP or ATC, the replacement player will no longer be considered a temporary substitute and the team will be charged a substitution.

### **7.03 Match Length**

Each Conference match length will be in accordance with Rules. The League Manager will have discretion to shorten match lengths in cases of extraordinary circumstances.

#### **7.04 Team Uniforms**

Team Uniforms must be in accordance with Rules. Every team in the New England Conference must have two (2) sets of jersey's and socks. The expectation is for the team listed first in the schedule to wear their lighter/white colored jersey and socks, while the team listed second in the schedule to wear their darker colored jersey and socks. If, in the opinion of the Referee, a team color conflict exists, the team listed second in the schedule should change.

Every player on the field must have a unique number (from the rest of the team) affixed on the back of their jersey, with the exception of goalkeepers. Goalkeeper jersey numbers are optional, but if a number is affixed, it must be a unique number (from the rest of the team). Taped numbers will not be allowed.

US Youth Soccer, National League, or other US Youth Soccer related logos/patches are allowed on uniforms, in addition to the team name, team sponsor, or shirt manufacturer. No other patches/logos are permitted without the written approval of the League Manager.

#### **7.05 New England Conference Protocol for Send Offs and Dismissals**

Protocols for send offs and dismissals shall be in accordance with Rules. In the New England Conference, should a player be sent off from a Conference match, the designated area for the ejected player shall be the Team Bench Area and will remain there under the supervision of the player's Coach. If the sent off player cannot be controlled by the Coach, the Referee may require the removal of the player from the entire field area. If such player is removed from the field area, the Coach must designate a parent or Team Official to supervise the player away from the field area.

#### **7.06 Team Coaches – Coaching Education Requirement**

Coaches of teams within the New England Conference must have obtained a US Soccer National D License or the United Soccer Coaches equivalent (National Diploma) level of coaching education. All coaches and team officials in the Team Bench Area must have proper credentials issued by their State Association.

### **SECTION 8. NEW ENGLAND CONFERENCE – REFEREES**

#### **8.01 Three Person System**

Matches shall be officiated in accordance with Rules. The League Manager may, in extreme circumstances, approve exceptions to the use of the three-person system.

#### **8.02 Referee Assignor**

The League Manager, in consultation with the State Association, will determine which referee assignor will assign. Referee assignors must be a certified US Soccer assignor. The referee assignor shall be paid according to US Youth Soccer Policy.

#### **8.03 Payment of Referees**

Referee and Assistant Referees will be paid at the fields, prior to the start of each match. Each team involved in a Conference match will be responsible for paying half of the total cost for the Referee and Assistant Referees. The Referee and Assistant Referees will be made in accordance with the below totals and breakdown of denominations.

- 13U-14U: \$140.00 (Center \$70, AR1 \$35, AR2 \$35). \$70.00 per team.
- 15U-16U: \$160.00 (Center \$80, AR1 \$40, AR2 \$40). \$80.00 per team.
- 17U-19U: \$180.00 (Center \$90, AR1 \$45, AR2 \$45). \$90.00 per team.

#### **8.04 Filing of Referee Match Report**

Prior to each Conference match, each team shall present a GotSoccer "Game Card" to the Referee, which shall serve as the Official Match Line-Up Card prior to the game and the official Match Report following the completion of the game. The Referee shall select one of the Match Line-Up Cards and use it to check-in the players from both teams. The selected Match Line-Up Card will become the official Match Report.

Following the completion of each Conference Match, the Referee shall accurately report all scores and cards issued onto the selected Match Report (provided to the Referee by each team prior to the match). Once the scores and cards issued are written on the Match Report, it should be presented to both coaches for their signature. It is recommended that each team take a picture of the final Match Report for their own records. The Referee shall then submit the Match Report to the on-site Conference Official or referee assignor. In cases of "one off" games, the Referee shall submit the Match Report to his/her referee assignor, who will in turn submit to the League Manager.

If a player is sent off for Violent Conduct, Spitting, or Abusive Language, a US Soccer Supplemental Report must be filled out and submitted to the on-site Conference Official or referee assignor with the Match Report. Additionally, a US Soccer Supplemental Report must be filled out and submitted to the on-site Conference Official or referee assignor for situations involving Referee Abuse or Referee Assault. The on-site Conference Official or referee assignor shall submit all Match Reports and US Soccer Supplemental Reports to the League Manager.

## **SECTION 9. NEW ENGLAND CONFERENCE – MATCH DAY PROCEDURES**

### **9.01 Match Day Procedures**

The New England Conference Match Day Procedures apply to all matches played in the New England Conference, unless otherwise instructed by the League Manager.

### **9.02 Team Match Day Line-Up Card**

The GotSoccer generated Game Card shall be the official Team Match Day Line-Up Card for the New England Conference. The Match Day Line-Up Card for each Conference match should be printed no earlier than 24 hours prior to the scheduled start of that match. This timing will ensure the most accurate information for each team line-up. The eighteen (18) eligible players (inclusive of both primary and club passed players) should be listed on the Match Line-Up Card no later than 24 hours prior to a Conference match.

(a) Printing the Team Match Day Line-Up Card: Each team must print and present the referee with a copy of the Team Match Day Line-Up Card (GotSoccer Game Card). To print the GotSoccer Game card, log into the team account and select the New England Conference schedule. To the left of each match is a small PDF icon. Click the PDF icon to download/print the GotSoccer Game Card.

### **9.03 Match Day Line-Up Players**

The Team Match Day Line-Up Card must include the eighteen (18) eligible players (inclusive of both primary and club pass players) a team will use in a New England Conference match. Should more than eighteen players appear on the card, the Coach or Team Official must manually strike through the players that will not participate (prior to check-in by the referee) for a maximum of eighteen (18) eligible players.

(a) Preparing the Team Match Day Line-Up: Each team Coach or Team Official must prepare the Match Day Line-Up for their team by ensuring that each eligible player is “activated” onto the GotSoccer Game Card.

To ensure players are activated or de-activated properly, log into the team account and select the New England Conference Roster (a link to the roster will be in the “Roster” column of the Event Registration History module on the team account homepage). Upon viewing the roster, there will be a “Deactivate” or “Activate” link next to each player. If any players are “Deactivated” they will be beneath the roster in a “Deactivated Player List”. Use the “Activate” or “Deactivate” links to set your Match Day Line-Up. Any players on the active list will appear on the GotSoccer Game Card (i.e. Team Match Day Line-Up Card).

### **9.04 Club Pass Roster**

Any Club Pass Players must be listed on the Club Pass Roster (i.e. pool of club pass players) and Match Day Line-Up Card to be eligible to participate. A Primary or Club Pass Player may only appear on one (1) New England Conference Primary Roster/Club Pass Roster in a gender age group during the Conference season. The maximum Club Pass Roster for a New England Conference team is 30 minus the number of primary rostered players (i.e. a team with 18 rostered players has a Club Pass Roster maximum of 12).

### **9.05 Team/Player Check-In**

Prior to the start of a Conference match, each team shall present the referee with the copy of the Team Match Day Line-Up Card and their properly prepared US Youth Soccer Player Passes.

The Referee shall select one of the Team Match Day Line-Up Cards and check-in each team’s players using both the Match Day Line-Up Card and the US Youth Soccer Player Passes. Only a maximum of eighteen (18) players may be checked in for a Conference match. Any player not present at the time of check-in may not enter the field of play until the Referee can properly check-in the player. The League Manager may designate an on-site Conference Official to perform any required check-in.

### **9.06 Team Bench / Spectator Areas**

The teams will occupy the same side of the field. Teams are to remain on their half of the field between the halfway line and eighteen yards from their goal line. Spectators are to only occupy the opposite side of the field from the teams on the same end of the field as their team bench area. Coaches/Managers are required to maintain control of their players and their team’s fans on the sideline.

### **9.07 Post-Match Protocol**

Following the conclusion of the game, the Referee shall fill out the official Match Report, which is the Referee selected Match Day Line-Up Card. The Coach or Team Official from each team is required to sign the completed

Game Report prior to leaving the field area. It is advised that each team take a picture of the Match Report for their records.

The signed Match Report will be kept by the Referee and submitted to the Referee Assignor or Conference official. In some cases, involving intra-state matches, the League Manager may adjust how the Match Report is submitted to the Conference.

### **9.08 Reporting of Scores (GotSoccer)**

The team listed first (home team) in the schedule is responsible for promptly and accurately reporting the score of their match in GotSoccer. Teams are strongly encouraged to take a picture of the completed Match Report for their records and to assist the Team Official with accurate score reporting. The reporting of a particular match score should be done within one (1) hour of the completed match.

1. (a) Information needed to report a match result in GotSoccer: The Team Official will need the GotSoccer Event ID and Pin Number for the New England Conference in order to input a score. The GotSoccer Event ID for the 2019-20 USYS New England Conference is "75519". The Pin is "6655". Both numbers can always be found at the top of each GotSoccer Game Card. In addition, the Team Official will need to know the GotSoccer Game Number of their completed match, which can be found on the GotSoccer Game Card or in the GotSoccer schedule.
2. (b) To report a match result in GotSoccer: Follow the below link and enter the GotSoccer Event ID and Pin Number, then click the "Go" link. On the new page, enter the GotSoccer Game Number of the completed match and click the "Go" link. Click the "H" or "A" scoring boxes and a new module will open at the bottom of the listed match. Enter the score and click "Save". <https://www.gotsport.com/events/scoring/>

### **9.09 Protests**

Protests must be made in accordance with US Youth Soccer Rules, Section 24. To be valid and eligible for consideration, a protest must be noted on the Match Report and orally lodged by a team official with the match referee and the opposing coach at the game site before leaving the field of play. All protests must be submitted in writing and filed by the Director of the Club or the Director of Coaching of the Club that the team is a member with the appropriate fee to the Conference League Manager. The protest must be postmarked no later than three (3) business days after match completion in accordance with the Filing Procedures listed in Rule 24.06. The referee is the final authority on the field of play. All decisions of the referees with respect to matters of fact, including judgment matters, are final.

### **9.10 Final Authority**

The League Manager shall have final authority to act in the best interest of the New England Conference, which may include but not limited to adjusting Match Day Procedures for specific matches or making decisions to address situations not covered in the New England Conference Operating Procedures.