



# **Yankton United Policies and Procedures**

While Yankton Youth Soccer Association offers fun and creative ways to encourage all children in the Yankton Area to play soccer, we also have competitive opportunities available through Yankton United for Ages U8-U19. Expectations for players, coaches, team managers, and parents are elevated to match opportunities.

## **TEAM ADMINISTRATION**

Head Coach Each head coach will be assigned by the Club Director and Director of Coaching, and can choose assistants, approved by Club Director and Director of Coaching. All coaches, team managers and anyone who works individually with players must first complete Yankton United Required Safe Sport and Risk Management Compliance Guidelines. These verifications must be provided to the YYSA/Yankton United Director of Coaching prior to the individuals having any contact with players.

### **The role of the Head Coach is:**

- To train the team
- To coach during games
- To undertake player evaluations, with the assistance of the Director of Coaching and/or Club Director, if needed
- To hold two team parent meetings during the course of the year, or more if needed.
- Be the first line of communication for team parents when a potential grievance is identified
- To address concerns from parents concerning their child
- To communicate with their team relative to schedules, tournaments, practices, etc.
  - To attend one coaches meeting per year to discuss any policy changes. A Head Coach may be coaching more than one team. Because of this, there will be schedule conflicts that prevent the Head Coach from making it to every game. In these instances, Assistant Coaches will coach.

## **Team Manager Requirements**

- Each team will provide the appropriate number of volunteers for each Club activity when needed, with hours being deducted from each player family's required hours.
- Each team is responsible for any fees or expenses related to participation in tournaments, indoor field usage etc. that are above the levels committed to by the Club. All expenses Classification: Confidential must be transparent to all team families. If refunds are requested for rental fees, or other club expenses, communication should go through the Club Director.
- Each team is responsible for ensuring that the appropriate respect and good sportsmanship are always displayed by their parents, spectators and players. If support is needed, the Club Director and YYSAYankton United Board can support.
- Each team will have the Director of Coaching and Club Director included in communications channels with parents and players (TeamSnap or other).
- Each Team Manager will facilitate the collection of Volunteer Checks and all checks will be delivered to the Club Director.

## **TRYOUTS**

Procedure Yankton United will hold tryouts for every age level (U8-U19) each July, unless otherwise determined by the Director of Coaching and Club Director. All players must tryout according to their birth year. These tryouts are designed to evaluate new and current players and ensure that they are placed on the appropriate roster. Roster decisions will be made collectively by the team's individual Head Coach, Director of Coaching and Club Director. Yankton Futbol Club players are continually evaluated during the course of the soccer season. If a player requests to move up/down birth years, please refer to Yankton United Club Player Policy.

## **Team Assignments**

Team assignments are made by the Director of Coaching and the Club Director and are based upon skill level and capabilities. The Club reserves the right to assign individual coaches, team managers and players to teams, with the coaches' input. The Club also reserves the right to assign players to teams, referring the Yankton United Club Player Policy to ensure that there are enough players to field a team at a particular age group, as long as the assignment does not negatively impact the player's development.

## **SEASONS**

Registration for Yankton United is due on August 1st each year. With your annual registration, you are eligible for three seasons: Fall Season, Winter/Indoor Season, and Spring Season along with any Friendlies scheduled by the team. Tryouts are only required once per year, and most players remain on the same team throughout all three seasons.

## **TOURNAMENTS**

Every team is expected to participate in tournaments each soccer year as laid out in the program and fee structure relative to the age group. Selection of the tournaments will be done by the individual team's coach and will be based upon team development needs, variety of competition, etc. All players and families will be notified by the coach/team manager each time a team is scheduling to attend a tournament, and teams are ineligible from competing in tournaments if all players/families are not given the opportunity to be available. Entry fees, as well as trainers' fees, accommodations, and travel expenses will be the sole responsibility of the participating team with full transparency to all team families upon request. The cost is divided by the players that have committed to attend and therefore once committed the fee is payable and non-refundable. All tournament registrations will be handled by the Club Registrar and Rosters should be submitted to the Club Registrar by the designated due date for each individual tournament. The Club Registrar reserves the right to hold/not submit rosters that are not in compliance with Yankton United Club Policies. Classification: Confidential

## **PLAYING TIME**

Yankton United does not have a policy on equal playing time for all players on a team. Playing time is determined by several factors including: attendance at practices and games; attitude at practices and games; and playing ability. However, Yankton United encourages all coaches to substitute so that all registered players have some playing time. It is the responsibility of the coaching staff to ensure there are proper development opportunities for all players.

## **PRACTICE & ATTENDANCE**

Training is mandatory. If training is missed a player can make it up with another team. Team coaches must be notified and approve ahead of time. While every effort is made to keep consistency, due to field constraints a team's training nights may differ each season.

## **UNIFORMS**

Yankton United strives to project a professional image both on and off the field. The club uniform plays an integral part in the projection of club identity by instilling a sense of team pride and community within the organization. Players are required to wear only the prescribed uniform components to games and practices. The full kit is mandatory for all players. Any holiday tournaments with those with special circumstances (dress-up), are pre-approved for players to wear alternate uniforms.

## **GRIEVANCES**

Grievances or complaints about team matters should be directed to the head coach and, if possible, resolved at the team level. If the matter cannot be resolved at the team level, the head coach should present the grievance or complaint to the Director of Coaching or the Club Director. Grievances or formal complaints about the coach should be communicated directly to the Director of Coaching or Club Director. All grievances or complaints given to the Director of Coaching or Club Director will be reviewed with the YYSA/Yankton United President. The YYSA/Yankton United President has the authority to resolve the matter, make a recommendation to the Board, or refer the matter to the YYSA/Yankton United Board. All grievances and complaints should be resolved in accordance with Yankton Futbol Club, SDYSA and USYSA rules, policies and procedures. If no clearly applicable rules, policies, or procedures exist, the YYSA/Yankton United Board will vote make the final determination.

## **CLUB FEES AND FINANCIAL POLICIES**

Fees for participation in the club cover the entire soccer year. A player who accepts an invitation to play with the Club commits to pay the entire fee for the full soccer year. No refunds, partial or full, will be issued to players who choose not to participate for any reason at any point after the commitment is made. At the discretion of the YYSA/Yankton United Board, a discretionary credit may be considered for a season ending injury or for a relocation of 50 miles or more.

Requests must be submitted in writing to the Club Director and must include proof of injury or relocation. No refunds, partial or full will be made in the event a player is suspended or removed from the program. Failure to pay fees on time will result in the player being suspended from play for all practices, games and tournaments. Players may not participate in practices, games, or tournaments until fees are collected and player is fully registered. Yankton United also has a volunteer requirement. A post-dated check for the end of the season must be provided to the individual team head coach or manager prior to player being allowed to participate in practices, games, or tournaments. If no checking account is available, Classification: Confidential other

accommodations may be made on a case-by-case basis and approved by the Yankton United Volunteer Coordinator. (please refer to the volunteer requirements tab)

## **FINANCIAL ASSISTANCE PROGRAM**

Yankton United is committed to ensuring that no child shall be denied a roster spot based upon financial needs. To that end, Yankton United has established a financial assistance program to support needy families. The program allows for those families to perform additional volunteer duties over the course of the soccer year, in lieu of paying the club fees. Applications for financial assistance must be received before or at the time of registration. Applications are kept confidential. All applicants for financial assistance will be required to provide proof of need. Funds are limited and the amount of an individual award will be determined by the number of qualified applicants and the total amount of funds available. Financial assistance is only awarded on registration and tournament fees and do not include uniforms or any other team specific additional expenses. The program is monitored to ensure that participating families perform the expected duties. Those families who sign up for the financial aid program but do not perform their required duties will lose their right to participate with the club and lose the opportunity to participate in the program going forward.

## **FUNDRAISING**

Yankton United will seek additional ways to raise funds to limit the cost of the program. All fundraising must fall under the criteria of our YanktonUnited Fundraising Policy.

## **PARENT/PLAYER COMMITMENT**

### **Parent/Player Agreement**

Every parent and player consents to a code of conduct agreement and all club policies upon joining the club. This Parent/Player agreement sets out expectations relative to behavior, sportsmanship, and conduct as a member of Yankton United . By acknowledging the document at signup, the parent/player agrees to honor this agreement. Violations of the agreement may result in sanctions imposed on the offending member. These sanctions may include, but are not limited to: reprimand; suspension from the team and club activities and facilities; and in extreme cases, expulsion from the club. No refunds, partial or full will be made in the event a player is suspended or removed from the program.

## **Player Supervision**

All parents are responsible for the supervision of their children. For those situations where the parent cannot be present, the parent must ensure that the child is supervised by another family attending the same event. No children should be left at an event unsupervised or solely under the supervision of a coach. Any situation where a child is at an event unsupervised must be immediately reported to the Club Director.

### **Recruiting Practices and Poaching**

By accepting an invitation to join the Club, the player commits to playing in the Club for the entire soccer year. Any player or parent found to be actively recruiting Yankton United players to transfer to another soccer organization or onto another team within the organization will be suspended for a minimum of one year and may be further disciplined by the Board of Directors. In instances where a parent is directly involved, and has more than one player in the Club, the suspension will be extended to include all other family members.

### **Sideline Behavior**

Parents are expected to maintain a positive sportsmanship approach towards all players, officials, Classification: Confidential coaches, and other families before, during, and after a game. Verbal or physical assaults on referees, players, coaches or other parents will not be tolerated and will be cause for suspension. In addition, it is important that parents avoid attempting to help coach players from the sideline.

SDYSA rules require that coaches be located in the bench area during the course of a game. Teams that are deemed to be breaking this rule may be subjected to a penalty. By observing this rule, the parents also reduce potential confusion created when players receive instructions from multiple sources. Allowing the coaches to be the sole source of instruction during a game ensures that the potential for player confusion is reduced. Behavior by the parent or player in contravention to the player/parent agreement and/or deemed inappropriate by the Board will result in disciplinary action.

### **Guest Playing & Non-Sanctioned Event Participation**

Yankton Futbol Club Soccer Club is dedicated in providing a complete and comprehensive developmental program for each individual player. The club does permit player participation in events not attended by Yankton United Teams. Guest playing or training for any other soccer organization for players is permitted with head coach's approval. Yankton United Teams may also use Guest Players if no appropriate Yankton United Players are available after all Yankton United Players in a designated age group have been given the opportunity to participate. Teams containing guest players will not be approved by Yankton United Club Registrar without proper proof that all players/families were notified of an event.

## **DISCIPLINARY ACTION**

Behavior by the parent or player in contravention to the player/parent agreement and/or deemed inappropriate by SDYSA or by Yankton United will result in disciplinary action which may include but is not limited to the following: 1. Issue a letter of reprimand. 2. Place on probation with such special conditions as are deemed appropriate. 3. Suspend for a definite period of time not to exceed one (1) year from the date of the offense. Disciplinary action may be extended to include all family members. If the Executive Board finds the conduct of any player/parent purposely ignores the Yankton United Rules, Regulations or is detrimental to the objectives of the club, it may suspend the member, or take such other sanctions or actions deemed necessary under the circumstances.

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