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# Ruislip Rangers – U7-U11 Handbook and Policy document v1.2

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| **Version** | **Author** | **Date** | **Change** |
| 1.0 | Ben Wong | 2018 | Initial Document |
| 1.1 | Ben Wong | 2018 | South Bucks and Harrow |
| 1.2 | Ben Wong | May 2019 | Minor amendments |

#### Role: Age group Coordinator.

The age group coordinator is selected by the Chairman and Secretary and will be reviewed each year. This is not a committee position.

The age group coordinator is responsible for the following:

OBJECTIVE:

To provide support to the mini-soccer Secretary and other Committee members to ensure the efficient operation of the specific age group.

RESPONSIBILITIES:

* Be the primary contact for Parents, Players and coaches through the season
* Source coaches for all teams and ensure the correct coach is placed within the correct team
* Undertake any activities required to maintain at least one team in this age group
* Attend the Managers/Coaches meetings, specifically all AGMs.
* Lead allocation of players to teams prior to the beginning of the season and ensuring each team has the recommended quota of players\*
* Manage any concerns or issues where possible and bring these issues and outcomes to the attention of the committee
* Refer any issues that cannot be managed by you, at the first instance, to the mini-soccer secretary
* Assist with the organisation and running of the final presentation day
* Ensure all coaches are at a minimum DBS checked and there is at least one L1 coach associated with each team

\* Ruislip Rangers recommended team sizes (South Bucks squads to be doubled):

U7-U8: 8-9 players per squad (Match day: 5 + 2 subs)  
U9-U10: 10-11 players per squad (Match day: 7 + 2/3 subs)  
U11: 14-16 players per squad (Match day: 9 + 3/4 subs)

#### Role: Age group Coach

OBJECTIVE:

A coach is responsible for managing and coaching a team of squad players and to assist the age group coordinator. The team belongs to the club, not the coach.

RESPONSIBILITIES:

* Be the primary contact for Parents and Players of assigned squad through the season
* Be DBS checked
* Provide clear, regular communication with parents and players
* To make every possible allowance to become L1 certified
* Lead at least one training session a week
* Assist the Age group coordinator and mini soccer secretary.

## Yearly Team grading

All players will be graded and assessed on a yearly basis through the period of April to May to allow squad announcements by the second Sunday in June.

Grading is the only fair way of ensuring teams play with and against players of similar skills and ability.

Grading ensures that your child’s involvement in the game, their contribution to the team, as well as their football skills are in the best possible place for them to continue development.

*While children may not always be able to play with their best friends, experience has shown that they quickly form friendships and bonds with their new team mates.*

The objectives of the Ruislip Rangers grading process are to place each player in a team that will:

* Best represent their level of football skill and ability
* Allow the player to develop and improve their football skills
* Improve their decision making and game awareness
* And most importantly, provide maximum enjoyment, fun and a love of the game.

The grading process allows Ruislip Rangers to:

* Ensure players are placed in teams fairly and in a transparent manner
* Properly assess and nominate team placings to the league they will be playing in the following season

The age group coordinator will be responsible for collecting grades and assigning players to teams

* Coaches will also be be assigned to teams by the age group coordinator and mini soccer secretary
* Coaches will announce their squads by the second Sunday in June

## Process for moving players up/down

Although Ruislip Rangers coaches make every effort to ensure each player is playing at the correct level, there are circumstances when players need to move up or down throughout the season.

Ruislip Rangers recommend that players are moved up/down during the grading process, but allowances are also made during the Christmas break. The club recommend only one or two changes to each team to minimize disruption for the team. The age group coordinator and coach must first agree the change and the parents of the player can then be approached. Parents can politely “decline” moving up to a higher ranked team, but cannot object to moving down.

The process is as follows:

* Coach identifies a player they would like to progress up/down
* Discuss and agree with the age group coordinator (mini soccer secretary can also help if a decision cannot be made)
* The coach and age group coordinator agree who is best placed to discuss with parent
* Once change has happened, contact the Mini soccer secretary to make changes with the league

Saturday - Training  
Remember to keep the training fun and engaging for all levels. Plan out your training in advance and during the winter months make sure that the children are on the move at all times. Training plans are available on the site to help;  
  
<http://ruisliprangersyfc.org.uk/coaching-2/>  
  
Always make sure you communicate start/end times of training along with the location, we advise sending a reminder every Thursday  
  
<http://ruisliprangersyfc.org.uk/useful-documents-downloads/>

Harrow Soccer Combination League - Online match results and player registration system  
We will provide details for login when made available to us. This is where we register our players details, upload birth certificate/photo. This is also the system where we will have to put in our match results after each match.

South Bucks Mini Soccer Conference  
Fixtures are on-line.

<http://www.bucksfootball.co.uk/>

Fixtures  
Fixture booklets are handed out at the start of each phase. These will explain if the match is home and away. I would highly recommend putting together a player rotation spreadsheet like the one attached.  
  
KO times and pitch allocations will be online and can be found here and should appear once fixtures are known (Mini soccer secretary currently schedules pitch allocations for U7-U10):

<http://ruisliprangersyfc.org.uk/pitch-allocation/>  
  
If you are playing at Home, you must contact the coach of the Away team on the Monday to arrange games for the following Sunday. Their details can be found in the back of one of the booklets or website. You should also get a “Handbook and Rulebook” – We would encourage everyone to read through the booklet to familiarise yourself with the rules etc.  
  
If you are short of players or need to re-schedule a match that is fine. It is ok to play a match on a Saturday or evening if you like. By Harrow rules, matches should start after 10:30am. If however the other coach agrees, you can do an earlier KO ie 9/9:30am. Matches can be arranged for PM too, there is no restriction on start time except for start.  
  
Setting up Home matches  
If you are playing a Home match you will likely be the first or second team on a pitch, so you will be responsible for either setting up the pitch or packing away. The two containers contain Goals, corner flags and a respect barrier. All MUST be used to setup a pitch.  
  
We use the metal goal Goals in the middle container so you will just need to put them up and make sure you put at least TWO metal pegs in the back row and one on each side. There is a red/white sticker showing you where to place these.  
  
It’s really important the goals get put away as neatly as possible with all the pegs etc put away in the bag for the goal. When packing away please make sure you put the goals/respect barrier etc NEATLY in to the containers.  
  
A respect barrier must be put up and used for every match. When filling out match cards we have to rate the pitch/ref etc and the league will be on to us if we don’t set pitches up properly.

The match itself (U7 guidance example)  
  
Ruislip Rangers would highly recommend taking no more than 2-3 subs with you per game. With any more it gets difficult to ensure the players have the correct and EQUAL playing time. **At Ruislip Rangers we give everyone the same match time no matter if they are the strongest or weakest player on the pitch.**

Ruislip Rangers policy is for each player attending a non-cup match should get 50% minimum playing time and equal playing across the group of players over the phase.  
  
Matches are 40 minutes long. Most teams do not count the Goalie in “playing” time, so if you are playing a match of four quarters and the match is 40 minutes long:

4\*40 minutes = 160.

7 players = 160/7 = Each player should play on avg 22.8 minutes of football per game.

If some players play 20 mins and other play 25 then this is not a major concern. But remember parents tend to know exactly how long THEIR child has played!  
  
Player rotation  
As per FA recommendations (and RR policy), no player should have a “main” position at this age. We should be looking to rotate every single player round every position throughout the season. The reason for this is so that all players get an understanding of every position and they in turn will make them a stronger player when they finally get their “main” positions which we recommend is around U11-U13.

The one exception is the goal keeper. If you have a GK that wants to spend 100% of their time in goal then great, but we would still recommend a small period out on the pitch.  
  
Home refs  
Up until U11, teams have to supply their own referee – usually a parent. Please try and arrange a parent to ref before the match starts so you don’t have to ref the match yourself. You may want to rota this or alternatively pay for a ref for your match if you have parents who are unable to commit.  
  
Please ask ALL parents to read this too:  
  
<http://ruisliprangersyfc.org.uk/ruislip-rangers-fc-respect-and-discipline-policy/>  
  
Under no circumstance should parents be abusing refs, players or other teams parents. At Ruislip Rangers we try to maintain the highest standard and integrity.