

2022

MORRIS UNITED SOCCER CLUB

POLICIES MANUAL

January 14, 2022





MORRIS UNITED SOCCER CLUB POLICIES



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MORRIS UNITED SOCCER CLUB POLICIES



OVERVIEW, TERMS AND DEFINITIONS

Overview

The Morris United Soccer Club (MUSC) Policies Manual provides details on the policies that govern the operations of MUSC and its programs. This policies manual is not intended to be comprehensive or to address all possible applications of, or exceptions to, the policies of MUSC. Rather, MUSC reserves the right to interpret and administer the policies set forth in this manual in its sole discretion for the betterment of the organization and youth soccer.

Definition of Terms

Term	Definition
Activity (aka MUSC Activity)	An individual activity that is part of a Morris United Soccer Club program.
Adult	A person at or over the age of full legal responsibility in the state of New Jersey (18).
Personal Care Assistant	An individual who has been identified by a parent/guardian to provide personal care assistance for a minor participant.
Affiliated Person	Any spectator, guardian, parent, coach, trainer, player, manager, volunteer, board member, chaperone, or staff member of the Morris United Soccer Club.
Allegation	see Complaint
Athlete (aka Player)	see Player
Authorized Adult	Any adult person in a paid or unpaid (volunteer) position with the Morris United Soccer Club.
Authorized Minor	Any minor person in a paid or unpaid (volunteer) position with the Morris United Soccer Club.
Board Member	see Article II of the Morris United Soccer Club Bylaws
Board of Directors	see Article II of the Morris United Soccer Club Bylaws
Chaperone	An adult person who accompanies and looks after another minor person or group of minor people.
Close-in-Age Exception	An exception to certain U.S. Center for SafeSport policies that allows for in-program contact between an adult participant and a minor participant if:



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Term	Definition
	<ol style="list-style-type: none"> 1. the adult participant has no authority over the minor participant, and 2. the adult participant is not more than four (4) years older than the minor participant.
Club President	see President
Coach	An individual who is responsible for instructing participants in the sport of soccer, and who meets the minimum criteria set by the NJYSA for instructing in the level of program of the participants whom they are instructing (e.g., recreation, travel, TOPSoccer, etc.).
Competition (aka game)	see game
Complaint (aka Allegation)	The specific details of a claim or assertion that an individual has violated the bylaws, policies, constitution, laws, or rules of an entity.
Concussion	A traumatic brain injury that interferes with normal brain function. Medically, a concussion is a complex, pathophysiological event to the brain that is induced by trauma which may or may not involve a loss of consciousness. Concussion results in a constellation of physical, cognitive, emotional, and sleep-related symptoms. Signs or symptoms may last from several minutes to days, weeks, months or even longer in some cases.
Disciplinary Hearing	A formal process for a review by a group of adjudicators of a complaint (allegation) of a serious breach of a policy, bylaw and/or constitution of the Morris United Soccer Club or it’s governing bodies by a participant of the Morris United Soccer Club.
Disciplinary Matter	A complaint (allegation) against staff members, participants, spectators, volunteers, coaches, or trainers for violations of codes of conduct, policies, bylaws or the constitution of the Morris United Soccer Club or its governing bodies which requires adjudication.
Dual Relationship	An instance when a minor participant and an adult participant have a relationship that exists outside of a Morris United Soccer Club program.
Social Media and Electronic Communications	Communications between individuals utilizing social media or electronic means (e.g., email, SMS/text, instant message, direct message, live chat, phone, voicemail, social media post, video chat, video message, video call, blog, fitness applications, fax, telex, etc.).



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Term	Definition
Employee (aka Staff Member)	A person employed by the Morris United Soccer Club who receives wages or a salary.
Fédération Internationale de Football Association (aka International Federation of Association Football, FIFA)	International governing body for soccer.
Female	One of three gender identities recognized by the Morris United Soccer Club.
FIFA	see Fédération Internationale de Football Association
Football (aka Soccer)	see Soccer
Game (aka Competition, Match)	A game of soccer.
Gender	see Gender Identity
Gender Identity (aka Gender)	An individual's personal sense of having a particular gender.
Governing Body	Entity who formulates policy or directs the affairs of the Morris United Soccer Club (e.g., USSF, NJYSA).
Guardian	The person who looks after and is legally responsible for the affairs of a minor participant of the Morris United Soccer Club.
In-program Contact	Contact between MUSC participants that occurs as a consequence of a MUSC activity.
International Federation of Association Football	see Fédération Internationale de Football Association
Laws of the Game (aka LOTG)	The rules of the game of soccer, as authorized by the International Football Association Board (IFAB).



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Term	Definition
Male	One of three gender identities recognized by the Morris United Soccer Club.
Manager (aka Team Manager)	An individual who has responsibility to coordinate the activities and logistics of an individual team.
Match (aka Game)	See game
Member (aka Member of Morris United Soccer Club)	Defined by the Bylaws of the Morris United Soccer Club.
Minor	A person under the age of full legal responsibility in the state of New Jersey (18).
Minor Disciplinary Matter	A Disciplinary Matter which the President agrees does not warrant a disciplinary hearing.
Misconduct	Misconduct is conduct by an individual which results in harm, the potential for harm or the imminent threat of harm to another individual.
MUSC Activity (aka Activity)	see activity.
New Jersey Youth Soccer Association (aka NJ Youth Soccer, NJYSA, NJYS)	One of 54 USYSA state associations and member of the USSF that works to develop and support soccer clubs, players, and coaches in the state of NJ.
Nonbinary or other	One of three gender identities recognized by the Morris United Soccer Club.
Observable and Interruptible	An interaction between an adult and a minor which occurs at an observable and interruptible distance from another adult.
One-on-One interaction	A program interaction at a facility partially or fully under the jurisdiction of the Morris United Soccer Club, including meetings and individual training sessions, between an adult participant and a minor participant without at least one other adult participant, parent, guardian, or minor participant being present.



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Term	Definition
Out-of-Program Contact	A contact between an adult participant and a minor participant that occurs outside of the bounds of a Morris United Soccer Club program.
Parent	The legally recognized father or mother of a minor participant of the Morris United Soccer Club.
Participant	Any player, chaperone, coach, trainer, volunteer, board member, staff member, personal care assistant or referee who participates in an activity of the Morris United Soccer Club.
Partner	An entity identified by the Morris United Soccer Club to be acting in partnership with the Morris United Soccer Club.
Personal Information (aka Personal Data, Personal Identifiable Information, PII)	<p>Any information about an individual maintained by the Morris United Soccer Club, including:</p> <p>Any information that can be used to distinguish or trace an individual's identity, such as name, address, email address, phone number, social security number, date and place of birth, mother's maiden name, or biometric records; and</p> <p>Any other information that is linked or linkable to an individual, such as medical, educational, financial, and employment information.</p>
Player (aka Athlete)	An individual who is registered in a program of the Morris United Soccer Club for the purpose of learning or playing the game of soccer.
President (aka Club President)	Executive officer role defined by the Morris United Soccer Club Bylaws. See Article II of the Morris United Soccer Club Bylaws.
Program	An activity organized by the Morris United Soccer Club.
Recreation (aka Recreation Soccer)	A competition category of player, team, and league where the participating teams typically play in local competitions and have an open selection process for team formation.
Referee Abuse	Referee assault is defined by policy 502.6.1 of the policies of the U.S. Soccer Federation.



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Term	Definition
	<p>502.6.1 REFEREE ABUSE Referee abuse is a verbal statement or physical act not resulting in bodily contact which implies or threatens physical harm to a referee or the referee’s property or equipment.</p> <p>Abuse includes, but is not limited to, the following acts committed upon a referee; using foul or abusive language toward a referee (must imply a threat of physical harm) , spewing any beverage on a referee’s personal property; spitting at (but not on) the referee; verbally threatening a referee with remarks that carry imply or direct threats of physical harm.</p> <p>Verbal threats are remarks that carry the implied or direct threat of physical harm. Such remarks as “I’ll get you after the game.” or “You won’t get out of here in one piece.” shall be deemed referee abuse.</p>
Referee Assault	<p>Referee assault is defined by policy 502.6.2 of the policies of the U.S. Soccer Federation.</p> <p>502.6.2 REFEREE ASSAULT Referee assault is an intentional act of physical violence at or upon a referee committed before during, or after a match, even later times if it is match related such as at work or at home. “For the purpose of this rule, “intentional act” shall mean an act intended to bring about a result which will invade the interests of another in a way that is socially unacceptable. Unintended consequences of the actions are irrelevant.” Assault includes, but is not limited to, the following act committed upon a referee: hitting, kicking, punching, choking, spitting on, grabbing or bodily running into a referee; the act of kicking or throwing any object at a referee that could inflict injury; damaging the referee’s uniform or personal property (i.e., car, equipment, etc.).</p>
Referee Criticism	<p>A verbal comment or comments directed toward a referee questioning, criticizing, or complaining about a call or non-call made by a referee immediately before, during or immediately after a competition.</p>
Secondary Carded Player	<p>A travel player who plays with a second team (Secondary Team) in addition to the team he/she initially rostered with (Primary Team).</p>
Secretary	<p>Executive officer role defined by the Morris United Soccer Club Bylaws. See Article II of the Morris United Soccer Club Bylaws.</p>
Serious Disciplinary Matter	<p>A disciplinary matter which the President agrees warrants a disciplinary hearing.</p>
Soccer (aka Football)	<p>A game defined by IFAB with modifications to its rules set by USSF, NJYSA, Morris United Soccer Club, and the leagues and competitions within which MUSC teams participates.</p>
Social Media	<p>Websites or applications that enable users to create and share content or to participate in social networking.</p>
Spectator	<p>A person in the attendance of a Morris United Soccer Club event who is not a participant, employee, coach, referee, trainer, or board member.</p>
Staff Member (aka Employee)	<p>see Employee</p>



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Term	Definition
Team Manager (aka Manager)	see Manager
Third Party	Any individual or entity who is not a participant, employee, volunteer, coach, referee, spectator, manager, trainer, partner, or member of the Morris United Soccer Club.
TOPSoccer	Outreach soccer program of the USYS for players with special needs.
Trainer	A person who trains players on behalf of a Morris United Soccer Club program.
Travel (aka Travel Soccer)	A competition category of player, team, and league where the participating teams typically play more than local competitions and have a higher level of selection process for team formation.
Team Travel (aka Overnight Travel)	see overnight travel
Overnight Travel (aka Team Travel)	Travel to competitions or other team activities which the Morris United Soccer Club plans and supervises and includes coordinated overnight accommodations.
Local Travel	Travel to training, practice, and competitions that occurs locally and does not include coordinated overnight accommodation
Treasurer	Executive officer role defined by the Morris United Soccer Club Bylaws. See Article II of the Morris United Soccer Club Bylaws.
United States Soccer Federation (aka US Soccer Federation, USSF)	United States governing body for soccer and member of FIFA.
United States Youth Soccer Association (aka United States Youth Soccer, USYSA, USYS)	Youth affiliate of the United States Soccer Federation with 54 state associations of which the New Jersey Youth Soccer Association is one.
US Club Soccer	National organization and member of the United States Soccer Federation that works to develop and support soccer clubs in the United States.



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Term	Definition
Vice President of Competitive Operations (aka VP of Travel Soccer, VP of Travel)	Executive officer role defined by the Morris United Soccer Club Bylaws. See Article II of the Morris United Soccer Club Bylaws.
Vice President of Recreation Operations (aka VP of Recreation Soccer, VP of Recreation)	Executive officer role defined by the Morris United Soccer Club Bylaws. See Article II of the Morris United Soccer Club Bylaws.
Volunteer	A person who provides services for the Morris United Soccer Club but is not compensated for their service.
VP of Recreation Soccer (aka VP of Recreation)	See Vice President of Recreation Operations
VP of Travel Soccer (aka VP of Travel)	See Vice President of Competitive Operations



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Policy I. PROCESS FOR SETTING POLICIES

Policies of the Morris United Soccer Club are set by majority agreement of the Board of Directors of the Morris United Soccer Club.

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Policy II. INCLUSION POLICY

Section 2.01 Overview

The Morris United Soccer Club is committed to promoting an inclusive and non-discriminatory environment for its players, coaches, volunteers, and staff.

Section 2.02 Prohibition Against Discrimination

Participation with the Morris United Soccer Club (MUSC) is open to all youth soccer players and coaches without discrimination based on race, color, ethnicity, marital status, cultural background, familial status, socioeconomic status, physical characteristics, religion, veteran status, disability, age, sex, sexual orientation, gender identity, gender expression, physical characteristics, linguistic characteristics, or national origin.

Section 2.03 Participant Treatment and Equal Access

MUSC expects everyone to be provided equal treatment and to have access to all MUSC programs, except that MUSC may have rules for team formation and soccer competitions that classify players and teams based upon gender category, age, or competitive ability, or as otherwise mandated by NJYSA, USYSA, US Soccer or FIFA.

Section 2.04 Gender Identity

MUSC recognizes three gender categories to which a player may identify:

- 1) "male" for players who gender identify as male,
- 2) "female" for players who gender identify as female,
- 3) "non-binary or other" for players who do not gender identify as male or female.

The gender identity of a player is made at the time registration. A player may register as the gender with which the player identifies provided the stated gender is demonstrated to be sincerely held, and part of the person's core identity.

Section 2.05 Gender Category of Teams

MUSC recognizes two gender categories of teams based upon the gender identity of the team's players:

- 1) girls teams are teams with players whose gender identity is female or nonbinary or other,
- 2) boys teams are teams with players whose gender identity is male, female, nonbinary or other.

Players who gender identify as non-binary or female may choose the gender category of team they wish to compete in for the seasonal year and may compete in more than one category of team as permitted by their gender identity.



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Policy III. PAYMENT, REFUND & FINANCIAL AID POLICY

Section 3.01 Overview

This policy addresses policies for how Morris United Soccer Club programs are paid for, under what conditions refunds will be offered, and financial assistance for players.

Section 3.02 Obligation to Pay

Once a player registers with the Morris United Soccer Club (MUSC) or accepts an offer to play with any of its programs, the adult participant or the parents/guardians of the minor participant are obligated to pay the full cost of the program according to the payment plan options provided, even if the player declines to participate in the program at a future date. The obligation to pay includes any fees which may not be collected at the time of registration but are reflected as a balance due on the participant's account.

Section 3.03 Refunds

The Morris United Soccer Club will not refund registration fees once a participant has registered or accepts an offer to participate with any of Morris United Soccer Club's programs.

Section 3.04 Players Leaving the Program

If a player withdraws from a MUSC program or requests a release or transfer to play with another program, any moneys owed to the Morris United Soccer Club will become due and will need to be paid no later than 10 (ten) days from the notification to the club of the player's intent to leave.

Section 3.05 Financial Assistance

The Morris United Soccer Club wants all children to have access to play soccer at the level their ability and desire for the game dictates, regardless of their ability to pay. To that end, financial assistance will be offered to families with a demonstrated need. All Morris United Soccer Club members are eligible to apply for financial assistance by completing an application. The amount of assistance is limited and is provided on a first come first serve basis. All inquiries and financial assistance awards will remain confidential.

(a) Financial Assistance Guidelines

The following guidelines are in place for the granting of financial assistance:

- 1) Financial assistance is only granted based upon need, and not on playing ability,
- 2) Financial need is not used as a basis for extending (or not extending) a player a position on a team,
- 3) Financial assistance requests must be made in writing,



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- 4) Financial assistance is granted on a first come first service basis, based upon the resources available to the club with an emphasis to provide the highest number of players an opportunity to play with the Morris United Soccer Club,
- 5) Financial assistance decisions will be based on the information provided as part of the participant's financial aid application.

(b) Determinations for Financial Assistance

Determinations for financial assistance are made by the VP of Travel Soccer and Treasurer for travel programs, and by the VP for Recreation Soccer and Treasurer for non-Travel programs. Appeals for financial assistance determinations may be made to the President of the Morris United Soccer Club.

(c) Types of Financial Assistance

(i) Payment Plans

Participants may request payment plans to spread the payment burden across a larger time window. Generally, requests for payments plans are accepted with an adequate justification, but payments must be kept up and full payment must be completed before a program's scheduled end date.

(ii) Reduced Registration Fees

Participants may request a reduction in participation fees based upon financial need. This request must be supported by an application highlighting why the need exists and how much the participant is able to pay.

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Policy IV. FISCAL POLICY

Section 4.01 Overview

This policy addresses fiscal matters with respect to the Morris United Soccer Club.

Section 4.02 Budget Submissions

The below define the requirements for the submissions of budgets for Morris United Soccer Club programs.

- 1) Budgets for the programs associated the Morris United Soccer club are set yearly to coincide with the seasonal year.
- 2) The responsibility for the submission and management of program budgets resides with the Treasurer and Vice President for each program.
- 3) Each year the Vice President of Recreation Soccer with the Treasurer will submit a budget to the President for the following seasonal year for non-Travel Programs. Included in the budget is a recommendation for the fees to be charged for each program for the seasonal year.
- 4) Each year the Vice President of Travel Soccer with the Treasurer will submit a budget to the President for the following seasonal year for the Travel program. Included in the budget is a recommendation for the fees to be charged for each travel program for the seasonal year.
- 5) Program budgets and fees to be charged are subject to review by the Morris United Soccer Club Board of Directors and will be reviewed and accepted by the Board of Directors before being adopted.

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Policy V. POLICY ON THE SALE AND DISSEMINATION OF PERSONAL INFORMATION

Section 5.01 Overview

This policy addresses how and under what conditions the Morris United Soccer Club may share the personal information of participants with third parties.

Section 5.02 Sale of Personal Information

The Morris United Soccer Club will not sell access to email databases or other personal information of parents, guardians, employees, members, or participants to third parties.

Section 5.03 Limiting Access to Personal Information

The Morris United Soccer Club will not provide access to or share the personal information of parents, guardians, employees, members, or participants to third parties unless required to in accordance with conducting the business of the Morris United Soccer Club.

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Policy VI. EXPENSE REIMBURSEMENT POLICY

Section 6.01 Overview

This policy addresses how expenses paid on behalf of the Morris United Soccer Club may be reimbursed to the individual incurring the expense.

Section 6.02 Expenses Eligible for Reimbursement

In certain instances, it may be required for an individual to incur a personal expense for a liability of the Morris United Soccer Club. When a personal expense is incurred, the individual should submit a MUSC reimbursement claim form to:

- 1) the Treasurer for the program incurring the expense,
- 2) the VP for the program incurring the expense,
- 3) the Club President.

The claim form shall include:

- 1) the amount of the expense incurred,
- 2) the date the expense was incurred,
- 3) the name of the entity to whom the expenses was paid,
- 4) the way the expense was paid (e.g., cash, credit card, etc.),
- 5) a copy of the proof of expense (e.g., receipt), and
- 6) a description of the expense paid.

Approval for reimbursement of an incurred expense is required from two club officers prior to a reimbursement being made:

- 1) Club President and Treasurer, or
- 2) A Club Vice President and Treasurer.

No reimbursement may be made without approval from the Treasurer.

Individuals should consult the Vice President for the program incurring the expense prior to the purchase being made to ensure the expense is reimbursable.

Section 6.03 Expenses Not Eligible for Reimbursement

The following are examples of expenses that are NOT reimbursable to a volunteer or coach:

- 1) Equipment purchases made for the benefit of an individual team, including but not limited to:
 - i. Corner flags,
 - ii. Player benches,
 - iii. First aid kits,
 - iv. Soccer balls,



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- v. Ball pumps and needles,
 - vi. Soccer goals,
 - vii. Pinnies,
 - viii. Goalie Equipment,
 - ix. Safety equipment,
 - x. Player braces,
 - xi. Training cones,
 - xii. Whistles,
 - xiii. Ice Packs,
 - xiv. Referee Equipment,
- 2) Tournament fees not included in the program offering,
 - 3) Referee fees for games not included in the program offering,
 - 4) Trainer and coaching fees for games or training sessions not included in the program offering,
 - 5) State Cup fees not included in the program offering,
 - 6) League registration fees for games not included in the program offering,
 - 7) Field rental fees,
 - 8) Meals for players, parents or coaches including end of season parties,
 - 9) Travel expenses for players, parents, or coaches,
 - 10) Gifts for players or coaches,
 - 11) Trophies for players or coaches,
 - 12) Player training and game day uniforms,
 - 13) Coaching jerseys.

It is at the sole discretion of the officers of the Morris United Soccer Club to determine if an expense is reimbursable, provided the reimbursement request complies with the laws and regulations governing Morris United Soccer Club as a 501c3 entity.

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Policy VII. HOLD FOR FUTURE MUSC POLICY

Policy VIII. HOLD FOR FUTURE MUSC POLICY

Policy IX. HOLD FOR FUTURE MUSC POLICY

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Policy X. POLICY TO PREVENT, RECOGNIZE AND RESPOND TO MISCONDUCT IN YOUTH SPORT

Section 10.01 Overview

This policy addresses how the Morris United Soccer Club will manage to prevent, recognize, and respond to instances of misconduct and abuse.

Section 10.02 Definition and Forms of Misconduct

(a) *Definition of Misconduct*

Misconduct is conduct by an individual which results in harm, the potential for harm or the imminent threat of harm to another individual.

Age is irrelevant to misconduct.

(b) *Forms of Misconduct*

There are seven primary forms of misconduct in youth sport:

- 1) bullying,
- 2) harassment,
- 3) hazing,
- 4) emotional misconduct,
- 5) physical misconduct,
- 6) sexual misconduct,
- 7) child sexual abuse.

All seven forms of misconduct and abuse are prohibited by the Morris United Soccer Club.

Section 10.03 Preventing Misconduct

(a) *Screening Adult Staff and Volunteers*

(i) *Applicant Screening*

- 1) The Morris United Soccer Club (MUSC) requires all adult trainers, coaches, staff, board members and other volunteers affiliated with MUSC to complete a written application requesting enrollment/registration with the Morris United Soccer as an adult participant each seasonal year and to pass an applicant screening performed by the club.
- 2) The application and screening may include asking applicants:
 - i. personal identifying information,
 - ii. previous work and/or volunteer experiences,
 - iii. questions intended to illicit information concerning high-risk behaviors,
 - iv. confirmation the applicant has been informed of, acknowledges an understanding of, and agrees to the policies and procedures of the club,
 - v. open-ended questions that encourage broad answers,



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- vi. use disclosure statements to ask applicants about previous criminal arrests or convictions for sexual offenses, violence against youth and other violent criminal offenses or felonies,
- vii. for a written release to contact personal references and to conduct a criminal background check.

(ii) Criminal Background Screening

The Morris United Soccer Club requires all adult trainers, coaches, staff, and other volunteers affiliated with MUSC to complete a criminal background as stipulated in the "[Background Check Policy](#)."

(b) Training and Education

(i) Adult Staff and Volunteer SafeSport Training

The Morris United Soccer Club requires all adult trainers, coaches, staff, and other volunteers affiliated with MUSC to maintain a current U.S. Center for SafeSport safety certificate as stipulated in the Morris United Soccer Club "[SafeSport Training Policy](#)."

(ii) Parent/Guardian SafeSport Training

The Morris United Soccer Club will make training available to parents and guardians of minor participants from the U.S. Center for SafeSport as stipulated in the Morris United Soccer Club "[SafeSport Training Policy](#)."

(iii) Youth Participant SafeSport Training

The Morris United Soccer Club will make training available to minor participants from the U.S. Center for SafeSport as stipulated in the Morris United Soccer Club "[SafeSport Training Policy](#)."

(c) Managing High Risk Conduct

To manage high risk conduct which may lead to misconduct or abuse, the Morris United Soccer Club will maintain specific policies that cover:

- 1) the adult supervision of youth athletes and participants ("[Policy on Adult Supervision of Youth Participants](#)"),
- 2) electronic communications ("[Social Media and Electronic Communications Policy](#)"),
- 3) team overnight and local travel to and from MUSC events ("[Participant Travel Policy](#)").

Section 10.04 Recognizing Misconduct

(a) Bullying Misconduct

(i) Definition

Bullying misconduct is defined as:



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- 1) an intentional, persistent, and repeated pattern of committing or willfully tolerating physical and non-physical behaviors that are intended, or have the reasonable potential, to cause fear, humiliation, or physical harm in an attempt to socially exclude, diminish or isolate the targeted individual, or
- 2) any act or conduct described as bullying under federal or state law.

(ii) Exceptions

Bullying does not include group or team behaviors that are meant to establish normative team behaviors or promote team cohesion.

For example, bullying does not include verbal admonitions to encourage team members to train harder and to push through a difficult training regimen.

(iii) Examples

Examples of bullying misconduct prohibited by this policy include, without limitation:

- 1) Physical behaviors that include:
 - i. hitting, pushing, punching, beating, biting, striking, kicking, choking, or slapping an individual,
 - ii. throwing at or hitting an individual with objects such as sporting equipment.
- 2) Verbal and emotional behaviors that include:
 - i. teasing, ridiculing, intimidating,
 - ii. spreading rumors or making false statements,
 - iii. using electronic communications, social media, or other technology to harass, frighten, intimidate, or humiliate (“cyber bullying”).

(b) Harassment Misconduct

(i) Definition

Harassment misconduct is defined as:

- 1) a repeated pattern of physical and/or non-physical behaviors that
 - i. are intended to cause fear, humiliation, or annoyance,
 - ii. offend or degrade,
 - iii. create a hostile environment, or
 - iv. reflect discriminatory bias in an attempt to establish dominance, superiority or power over an individual athlete or group based on gender, race, ethnicity, culture, religion, sexual orientation, gender expression or mental or physical disability,
- 2) any act or conduct described as harassment under federal or state law.

(ii) Exceptions

None.



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(iii) Examples

Examples of harassment misconduct prohibited by this policy include, without limitation:

- 1) Physical behaviors that include:
 - i. hitting, pushing, punching, beating, biting, striking, kicking, choking, or slapping an individual,
 - ii. throwing at or hitting an individual with objects including sporting equipment.
- 2) Non-physical behaviors that include:
 - i. making negative or disparaging comments about an individual's sexual orientation, gender expression, disability, religion, skin color, or ethnic traits,
 - ii. displaying offensive materials, gestures, or symbols, or
 - iii. withholding or reducing playing time to an athlete based on his or her sexual orientation, gender expression, disability, religion, skin color, or ethnic traits.

(c) Hazing Misconduct

(i) Definition

Hazing misconduct is defined as:

- 1) coercing, requiring, forcing, or willfully tolerating any humiliating, unwelcome or dangerous activity that serves as a condition for:
 - i. joining a group
 - ii. being socially accepted by a group's members, or
- 2) any act or conduct described as hazing under federal or state law.

Note: Activities that fit the definition of hazing are hazing regardless of an individual's willingness to cooperate or participate.

(ii) Exceptions

Hazing does not include group or team activities that are meant to establish normative team behaviors or promote team cohesion.

(iii) Examples

Examples of hazing misconduct prohibited by this policy include, without limitation:

- 1) requiring, forcing, or otherwise requiring the consumption of alcohol or illegal drugs,
- 2) tying, taping, or otherwise physically restraining an individual,
- 3) sexual simulations or sexual acts of any nature,
- 4) sleep deprivation, otherwise unnecessary schedule disruption or the withholding of water and/or food,
- 5) social actions (e.g., grossly inappropriate, or provocative clothing) or public displays (e.g., public nudity) that are illegal or meant to draw ridicule,
- 6) beating, paddling or other forms of physical assault,



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7) excessive training requirements focused on individuals on a team.

(d) Emotional Misconduct

(i) Definition

Emotional misconduct is defined as:

- 1) a pattern of deliberate, non-contact behavior that has the potential to cause emotional or psychological harm to an athlete. Non-contact behaviors include:
 - i. verbal acts,
 - ii. physical acts,
 - iii. acts that deny attention or support,
- 2) any act or conduct described as emotional abuse or misconduct under federal or state law (e.g., child abuse, child neglect).

(ii) Exceptions

Emotional misconduct does not include professionally accepted coaching methods of skill enhancement, physical conditioning, team building, discipline or improving athletic performance.

(iii) Examples

Examples of emotional misconduct prohibited by this policy include, without limitation, the below acts.

- 1) **Verbal Acts.** A pattern of verbal behaviors that (a) attack an athlete personally (e.g., calling them worthless, fat or disgusting) or (b) repeatedly and excessively yelling at a particular participant or participants in a manner that serves no productive training or motivational purpose.
- 2) **Physical Acts.** A pattern of physically aggressive behaviors, such as (a) throwing sport equipment, water bottles or chairs at, or in the presence of, participants; or (b) punching walls, windows, or other objects.
- 3) **Acts that Deny Attention and Support.** A pattern of ignoring an athlete for extended periods of time, or routinely or arbitrarily excluding participants from practice.

(e) Physical Misconduct

(i) Definition

Physical misconduct is defined as:

- 1) contact or non-contact conduct that results in, or reasonably threatens to, cause physical harm to an individual,
- 2) any act or conduct described as physical abuse or misconduct under federal or state law (e.g., child abuse, child neglect, assault).



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(ii) Exceptions

Physical misconduct does not include professionally accepted coaching methods of skill enhancement, physical conditioning, team building, appropriate discipline or improving athlete performance.

(iii) Examples

Examples of physical misconduct prohibited by this policy include, without limitation, the below contact and non-contact offenses.

1) *Contact offenses behaviors include:*

- 1) punching, beating, biting, striking, choking, or slapping an athlete,
- 2) intentionally hitting an athlete with objects or sporting equipment;(c) providing alcohol to an athlete under the legal drinking age (under U.S. law),
- 3) providing illegal drugs or non-prescribed medications to any athlete,
- 4) encouraging or permitting an athlete to return to play pre-maturely following a serious injury (e.g., a concussion) and without the clearance of a medical professional,
- 5) prescribing dieting or other weight-control methods (e.g., weigh-ins, caliper tests) without regard for the nutritional well-being and health of athlete.

2) *Non-contact offenses behaviors include:*

- 1) isolating an athlete in a confined space (e.g., locking an athlete in a small space),
- 2) forcing an athlete to assume a painful stance or position for no athletic purpose (e.g., requiring,
- 3) an athlete to kneel on a harmful surface),
- 4) withholding, recommending against, or denying adequate hydration, nutrition, medical attention, or sleep.

(f) Sexual Misconduct

(i) Definition

Sexual misconduct is defined as:

- 1) any touching or non-touching sexual interaction that is:
 - i. nonconsensual or forced,
 - ii. coerced or manipulated,
 - iii. perpetrated in an aggressive, harassing, exploitative or threatening manner,
- 2) any sexual interaction between an athlete and an individual with evaluative, direct, or indirect authority. Such relationships involve an imbalance of power and are likely to impair judgment or be exploitative,
- 3) any act or conduct described as sexual abuse or misconduct under federal or state law (e.g., sexual abuse, sexual exploitation, rape).



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Note: An imbalance of power is always assumed between a coach and an athlete.

1) Types of sexual misconduct

Types of sexual misconduct include, but are not limited to:

- 1) sexual assault,
- 2) sexual harassment,
- 3) sexual abuse,
- 4) any other sexual intimacies that exploit an individual.

(ii) Exceptions

None

(iii) Examples

Sexual misconduct acts may include, but are not limited to, the below touching and non-touching offenses.

1) Touching offenses behaviors include:

- 1) fondling an individual's breasts or buttocks,
- 2) exchange of reward in sport (e.g., team placement, scores, feedback) for sexual favors,
- 3) genital contact,
- 4) sexual relations or intimacies between persons in a position of trust, authority and/or evaluative and supervisory control over another individual.

2) Non-touching offenses behaviors include:

- 1) an individual discussing his or her sex life with another individual,
- 2) an individual asking another individual about his or her sex life,
- 3) an individual requesting or sending a nude or partial-dress photo to another individual,
- 4) exposing an individual to pornographic material,
- 5) sending an individual sexually explicit or suggestive electronic or written messages or photos (e.g., "sexting"),
- 6) deliberately exposing an individual to sexual acts,
- 7) deliberately exposing an individual to nudity (except in situations where locker rooms and changing areas are shared),
- 8) sexual harassment: specifically, the sexual solicitation, physical advances, or verbal or nonverbal conduct that is sexual in nature, and
 - i. is unwelcome, offensive or creates a hostile environment, and the offending individuals knows or is told this,
 - ii. is sufficiently severe or intense to be harassing to a reasonable person in the context.



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(g) Child Sexual Abuse

(i) Definition

Child sexual abuse is defined as:

- 1) Any sexual activity with a child where consent is not or cannot be given. This includes sexual contact with a child that is accomplished by deception, manipulation, force, or threat of force, regardless of the age of the participants, and all sexual interactions between an adult and a child, regardless of whether there is deception, or the child understands the sexual nature of the activity.
- 2) Any act or conduct described as child sexual abuse under federal or state law.

Note concerning peer-to-peer child sexual abuse: Sexual contact between minors can also be abusive. Whether or not a sexual interaction between children constitutes child sexual abuse turns on the existence of an aggressor, the age difference between the children, and/or whether there is an imbalance of power and/or intellectual capabilities.

Minors cannot consent to sexual activity with an adult, and all sexual interaction between an adult and a minor are strictly prohibited.

(ii) Exceptions

None.

(iii) Examples

Child sexually abusive acts may include, but are not limited to:

- 1) sexual penetration,
- 2) sexual touching,
- 3) noncontact verbal sexual acts,
- 4) sexually suggestive electronic or written communications,
- 5) exposure,
- 6) voyeurism.

Section 10.05 Responding to Misconduct and Abuse

(a) Reporting Child Abuse

Reports of misconduct which involve child abuse should be made according to the below steps.

(i) Reporting Obligation

All adult participants with the Morris United Soccer Club are mandatory reporters of any known or suspected child abuse.

Reports must be made within 24 hours of being known to appropriate law enforcement authorities.



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Reports may be made anonymously.

(ii) Criteria for Reporting

Any MUSC participating adult who has a reasonable suspicion of abuse of a child is obligated to make a report of child abuse.

The abuse does not need to be confirmed.

(iii) Reporting Procedure

Reports of child abuse should be made to the following entities in priority order.

- 1) First report is made to appropriate law enforcement authority.
 - 1) Local Law Enforcement
 - i. If the child is in immediate danger reports should be made to 911, or
 - ii. Morris Township Police Department: (973) 539-0777, or
 - iii. Morristown Police Department: (973) 292-6614, or
 - iv. Morris Plains Police Department: (973) 538-2284, or
 - 2) State of New Jersey Department of Children and Families (DCF)
 - 3) NJ State Central Registry (SCR): (877) 652-2873
 - 4) NJ Mandatory Reporting Guidelines:
<https://www.nj.gov/dcf/reporting/how/index.html>
- 2) Second report is made to the Morris United Soccer Club
 - 1) Any executive officer of the Morris United Soccer Club may be contacted regarding a report of child abuse, but it is preferred that initial reports to MUSC be made to the President.
 - 2) Reports should be supported by completing a MUSC misconduct report.
 - 3) Individuals who are not comfortable making a report to the Morris United Soccer Club may make a direct report to the NJ Youth Soccer Association.
- 3) Third report is made to the NJ Youth Soccer Association State Office (National Governing Body Affiliate)
 - 1) Email to: communications@njyouthsoccer.com, or
 - 2) Online report at: <https://playershealthprotect.com/50370437-9ea8-4fca-b9e4-53a6ee8a392b>
 - 3) Individuals who are not comfortable making a report to the NJ Youth Soccer Association may make a direct report to the US Soccer Federation at:
<https://www.ussoccer.com/report-a-concern>.
 - 4) Individuals who are not comfortable making a report to the US Soccer Federation may make a direct report the U.S Center for Safesport at:
<https://uscenterforsafesport.org/ngb-services/>



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(b) Reporting Non-child Abuse Misconduct

Reports of misconduct that do not involve child abuse should be made according to the below steps.

(i) Reporting Obligation

All adult participants of MUSC who observe misconduct are required to report their observation.

All reports are to be made as soon possible.

(ii) Criteria for Reporting

Any MUSC participating adult who has a reasonable suspicion of misconduct is obligated to make a report of misconduct.

(iii) Reporting Procedure

Any executive officer of the Morris United Soccer Club may be contacted regarding a report of misconduct, but it is preferred that initial reports be made to the President.

Reports should be supported by completing a MUSC misconduct report.

(c) Prohibition Against Retaliation

The Morris United Soccer Club prohibits retaliation of any kind against any individual who reports suspected child abuse or misconduct.

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Policy XI. POLICY ON ADULT SUPERVISION OF YOUTH PARTICIPANTS

Section 11.01 Overview

The purpose of this policy is to define the actions adult participants are allowed, not allowed, required, preferred, and discouraged from performing when supervising minor participants of Morris United Soccer Club programs.

Section 11.02 Policy Application

This policy applies to all adult participants of the Morris United Soccer Club.

Section 11.03 Required Adult Presence

All Morris United Soccer Club activities which include minor participants are required to have an adult participant present.

At least one adult participant is to be identified as the responsible adult for the activity (e.g., the head coach is the adult participant for a training session).

Section 11.04 One-on-One Interactions

(a) Definition

A one-on-one interaction is a program interaction at a facility partially or fully under the jurisdiction of the Morris United Soccer Club, including meetings and individual training sessions, between an adult participant and a minor participant without at least one other adult participant, parent, guardian, or minor participant being present.

(b) Requirement for One-on-One Interactions

All one-on-one interactions must be observable and interruptible.

(i) Meetings

Meetings between adult participants and minor participants at a facility partially or fully under the jurisdiction of the Morris United Soccer Club may only occur:

- 1) if it is observable and interruptible, and
- 2) if a one-on-one meeting takes place in an office, the door to the office must remain unlocked and open. If available, it will occur in an office that has windows, with the windows, blinds, and/or curtains remaining open during the meeting.

(ii) Individual Training Sessions

Individual training sessions between adult participants and minor participants are permitted at a facility partially or fully under the jurisdiction of the Morris United Soccer Club if:

- 1) the training session is observable and interruptible by another adult, or



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- 2) the adult participant has obtained written permission within six months from the minor participant's parent/guardian in advance of the training session and provided a copy to the Morris United Soccer Club if the training session is not observable and interruptible, and
- 3) the parent, guardian or other caretaker is permitted to observe the training session.

(c) Exceptions

The following are exceptions to the observable and interruptible requirement of individual training sessions:

- 1) when an emergency exists,
- 2) when a dual relationship exists,
- 3) when a close-in-age exception applies,
- 4) if a mental health care professional and/or health care provider meets with a minor player at a facility partially or fully under the jurisdiction of the Morris United Soccer Club, a closed-door meeting may take place to protect patient privacy provided that:
 - i. the door remains unlocked,
 - ii. another adult is present in the facility,
 - iii. the other adult is aware that a closed-door meeting is occurring, and
 - iv. written legal parent/guardian consent is obtained in advance by the health care professional/provider, with a copy provided to the Morris United Soccer Club.
- 5) if the minor participant needs an adult personal care assistant, and:
 - i. the minor participant's parent/guardian has provided written consent to the Morris United Soccer Club for the adult personal care assistant to work with the minor participant, and
 - ii. the adult personal care assistant has complied with Morris United Soccer Club's policy for adult participants to be SafeSport trained, and
 - iii. the adult personal care assistant has complied with Morris United Soccer Club's background check policy.

Section 11.05 Out-of-Program Contact

(a) Definition

An out-of-program contact is a contact between an adult participant and a minor participant that occurs outside the setting of a Morris United Soccer Club program.

(b) Prohibition for Out-of-Program Contact

Adult participants are prohibited from interacting one-on-one with minor participants in settings outside of a Morris United Soccer Club program that are not observable and interruptible (including, but not limited to, one's home and individual transportation).



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(c) Exceptions

The below are exceptions to adult participants being prohibited from interacting one-on-one with minor participants outside of the program which are not observable and interruptible:

- 1) the adult participant is a family member or extended family member to the minor participant, or
- 2) a disclosure of a dual relationship exists and is on file with the Morris United Soccer Club, or
- 3) a parent/legal guardian consent is provided for each out-of-program contact.

Section 11.06 Physical Contact Between a Coach/Trainer and Player

(a) Permitted Physical Contact Between a Coach/Trainer and Player

Physical contact between a coach/trainer and a player is appropriate if the contact is:

- 1) for the safety of the player,
- 2) to greet the player,
- 3) to celebrate with the player, or
- 4) to console the player,

and

- 1) the physical contact takes place in public,
- 2) there is no potential for, or actual, physical, or sexual intimacies during the physical contact, and
- 3) the physical contact is for the benefit of the player, and not to meet an emotional or other need of the coach/trainer.

(i) Permitted Physical Contact for Player Safety

Appropriate physical contact between a coach/trainer and player is permitted to provide for player safety. Examples include:

- 1) spotting a player so that they will not be injured by a fall or piece of equipment,
- 2) positioning a player's body so that they more quickly acquire an athletic skill, get a better sense of where their body is in space, or improve their balance and coordination,
- 3) making players aware that they might be in harm's way because of other players practicing around them or because of equipment in use,
- 4) helping players leave the playing surface due to an injury.

(ii) Permitted Physical Contact to Greet a Player

Appropriate physical contact between a coach/trainer and player is permitted to greet a player. Examples include:

- 1) high fives,



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- 2) fist pumps, or
- 3) brief hugs.

(iii) Permitted Physical Contact to Celebrate with a Player

Appropriate physical contact between a coach/trainer and player is permitted to celebrate a player's individual or team achievement. Examples include:

- 1) brief celebratory hugs,
- 2) brief pats on the back,
- 3) high fives,
- 4) fist pumps, or
- 5) "jump arounds."

(iv) Permitted Physical Contact to Console a Player

Appropriate physical contact between a coach/trainer and player is permitted to console an emotionally distressed player (e.g., a player who has been injured or has just lost a competition). Examples include:

- 1) embracing a crying player,
- 2) putting an arm around a player while verbally engaging them in an effort to calm them down ("side hugs"), or
- 3) lifting a fallen player from the playing surface and "dusting them off" to encourage them to continue.

(b) Prohibited Physical Contact Between a Coach/Trainer and a Player

Physical contact between a coach/trainer and a player is prohibited if the contact is:

- 1) described as misconduct, abuse, or assault under the "[Policy to Prevent, Recognize and Respond to Misconduct in Youth Sport](#)."
- 2) done in a nonpublic space,
- 3) asking or having a player sit in the lap of a coach, administrator, staff member or volunteer,
- 4) lingering or repeated embraces of players that go beyond the criteria set forth for acceptable physical contact,
- 5) slapping, hitting, punching, kicking or any other physical contact meant to discipline, punish, or achieve compliance from a player,
- 6) "cuddling" or maintaining prolonged physical contact during any aspect of training, travel, or overnight stay,
- 7) playful, yet inappropriate contact that is not a part of regular training, (e.g., tickling or "horseplay" wrestling),
- 8) continued physical contact that makes a player obviously uncomfortable, whether expressed or not, or



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- 9) any contact that is contrary to a previously expressed personal desire for decreased or no physical contact, where such decreased contact is feasible in a competitive training environment.

Section 11.07 Massage and Other Athletic Training Interactions

The below describe the permitted and prohibited behaviors for when a player may receive a massage or other athletic training therapy:

- 1) any massage or other athletic training therapy must be provided by a licensed athletic trainer or other certified professional.
- 2) any massage or other athletic training therapy should not be performed with only the youth participant and licensed athletic trainer/certified professional in the room.
- 3) massage and athletic training therapy should be performed in an open/public area provided it does not compromise the youth participants privacy.
- 4) under no circumstances may massage or athletic training therapy be performed behind a locked door with only the youth participant and athletic trainer/certified professional in the room,
- 5) the parent/guardian of the youth participant should be aware of the massage or athletic training therapy being performed and should provide their permission.

Section 11.08 Duty to Report

All adult persons engaged with the Morris United Soccer Club have a duty to report violations of this policy to an executive officer of the Morris United Soccer Club. Facilitation of the reporting may be accomplished by completing a Morris United Soccer Club Incident Report Form.

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Policy XII. SAFESPORT TRAINING POLICY

Section 12.01 Overview

The purpose of this policy is to define the requirements of adult participants with the Morris United Soccer Club to be U.S. Center for SafeSport trained, and for providing access to SafeSport training to minor participants, and parents/guardians of minor participants.

Section 12.02 Background

The Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017 requires amateur sports organizations to offer consistent training to adults who are in regular contact with amateur athletes who are minors, and subject to parental consent, to members who are minors, regarding prevention of child abuse. The SafeSport training offered by the U.S. Center for SafeSport meets this requirement.

Section 12.03 Morris United Soccer Club Requirement for SafeSport Training

(a) Adult participant “SafeSport Trained” Requirement

All adult participants are required to complete the initial “SafeSport Trained” requirement with the U.S. Center for SafeSport.

(b) Yearly Adult participant “SafeSport Refresher” Requirement

All adult participants are required to complete an annual refresher course provided by the U.S. Center for SafeSport after completing the initial “SafeSport Trained” requirement to be a participant with the Morris United Soccer Club.

All adult participants are required to repeat the initial “SafeSport Trained” requirement offered by the U.S. Center for SafeSport if all refresher courses are completed.

(c) Minor Participants Access to U.S. Center for SafeSport Training

The Morris United Soccer Club is required to provide minor participants access to U.S. Center for SafeSport training regarding the prevention of child abuse on an annual basis.

(d) Parent/Guardian Access to U.S. Center for SafeSport Training

The Morris United Soccer Club is required to provide parents and guardians access to U.S. Center for SafeSport training regarding the prevention of child abuse on an annual basis.

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Policy XIII. SOCIAL MEDIA AND ELECTRONIC COMMUNICATIONS POLICY

Section 13.01 Overview

This policy covers all communications between an adult participant and a minor participant utilizing social media or electronic means.

A social media or electronic communication includes but is not limited to email, SMS/text, instant message, direct message, live chat, phone, voicemail, social media post, video chat, video message, video call, blog, fitness application, fax, or telex.

Section 13.02 Social Media and Electronic Communication Between Adult Participants and Participating Minors

(a) Policy

All electronic communications between an adult participant and participating minor must meet the following criteria.

- 1) The communication must be open and transparent.
 - i. A parent/guardian, another adult family member of the minor participant, or another adult participant must be copied or included on the communication.
 - ii. This includes all communication initiated by a participating minor.
- 2) Only electronic platforms that allow open and transparent communication may be used.
- 3) All team communication or communications from an adult participant to more than one participating minor must copy or include another adult participant, or all the participating minors' parents/guardians.
- 4) All communication should be professional in nature and related to the business of the Morris United Soccer Club.
- 5) The Morris United Soccer Club and adult participants must honor a parent/guardian's request to discontinue communication with their participating minor, unless there is an emergency.

(b) Exceptions

If one of the following exceptions exists with appropriate consent, electronic communications are not required to be open and transparent.

- 1) Emergency
- 2) Dual Relationship – The adult participant has an existing relationship with the participating minor outside of the MUSC program.
- 3) Close-in-Age – The adult participant has no authority over the participating minor and is not more than 4 years older than the participating minor.
- 4) Personal Care Assistant – The adult is a personal care assistant and has met all requirements of the Morris United Soccer Club for a personal care assistant.



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Policy XIV. PARTICIPANT TRAVEL POLICY

Section 14.01 Overview

The Morris United Soccer Club travel policy exists for the safety of all participants.

This policy covers the two forms of participant travel recognized by the Morris United Soccer Club:

- 1) **Local Travel** is travel to training, practice, and competition that occurs locally and does not include coordinated overnight accommodation.
- 2) **Overnight Travel** is travel to a competition or other team activity which the Morris United Soccer Club plans and supervises and includes coordinated overnight accommodation.

Section 14.02 Policy Application

This policy applies to all adult participants of the Morris United Soccer Club who have contact with minor participants.

Section 14.03 Local Travel

(a) Transportation by Adult participant

An adult participant can transport a minor participant if the adult participant is accompanied by another adult participant or at least two minors.

An adult participant cannot transport a minor participant one-on-one during local travel, except if:

- 1) a dual relationship exists, or
- 2) the close in age exception applies, or
- 3) the minor participant needs an adult personal care assistant, and
 - i. the minor participant's parent/guardian has provided written consent to the Morris United Soccer Club for the adult personal care assistant to work with the minor participant, and
 - ii. the adult personal care assistant has met the Morris United Soccer Club requirements to be a personal care assistant.

Section 14.04 Overnight Travel

(a) Transportation by Adult participant

An adult participant can transport a minor participant if the adult participant is accompanied by another adult participant or at least two minors.

An adult participant cannot transport a minor participant one-on-one during local travel, except if:



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- 1) a dual relationship exists, or
- 2) the close in age exception applies, or
- 3) the minor participant needs an adult personal care assistant, and
 - i. the minor participant's parent/guardian has provided written consent to the Morris United Soccer Club for the adult personal care assistant to work with the minor participant, and
 - ii. the adult personal care assistant has met the Morris United Soccer Club requirements to be a personal care assistant

(b) Lodging

All in-program contact at a hotel or lodging site between an adult participant and a minor participant must be observable and interruptible, and an adult participant cannot share a hotel room or otherwise sleep in the same room with a minor participant(s), except if:

- 1) A dual relationship exists, and the minor athlete's parent/guardian has provided MUSC with advance, written consent for the lodging arrangement.
- 2) The close-in-age exception applies, and the minor athlete's parent/guardian has provided MUSC with advance, written consent for the lodging arrangement; or
- 3) If a minor athlete needs a personal care assistant, and:
 - i. the minor athlete's parent/guardian has provided written consent to MUSC for the adult personal care assistant to work with the minor athlete; and
 - ii. the adult personal care assistant has complied with MUSC policy for a personal care assistant; and
 - iii. written consent from a minor athlete's parent/guardian has been provided to MUSC within the previous 12 months.

(c) Chaperones

The Morris United Soccer Club may request individuals to chaperone players during overnight travel. The below policies will be followed in the use of chaperones.

- 1) The ratio of minor participants to chaperones shall be no greater than ten (10) to one (1) for 13U and older teams, and eight (8) to one (1) for 12U and younger teams.
- 2) Chaperones are asked to bring mobile phones and exchange contact numbers with the coach, and the parents/guardians of the minor participants.
- 3) Sensitive information shared with a chaperone regarding minor participants is to be kept confidential.
- 4) Adult chaperones are to complete the U.S. Center for SafeSport Training and pass a background check.
- 5) An adult chaperone cannot share a hotel room or otherwise sleep in the same room with a minor participant(s), except if:
 - i. the adult chaperone is the parent/guardian of the minor participant(s),



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- ii. a dual relationship exists, and the minor athlete's parent/guardian has provided MUSC with advance, written consent for the lodging arrangement,
- iii. the close-in-age exception applies, and the minor athlete's parent/guardian has provided MUSC with advance, written consent for the lodging arrangement, or
- iv. the adult chaperone is the adult personal care assistant for the minor participant and the adult chaperone has met the MUSC requirement for an adult personal care assistant.

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Policy XV. BACKGROUND CHECK POLICY

Section 15.01 Overview

The purpose of this background check policy is to:

- 1) preserve the safety and welfare of minor participants,
- 2) obtain disclosure and release information from adult participants, and to perform background checks on all adult trainers, coaches, staff, and other volunteers affiliated with MUSC,
- 3) ensure MUSC complies with U.S. Federation Bylaw 214, Section 2.

Section 15.02 Disclosure and Background Checks

(a) Personal Information Disclosure and Authorization to Support Background Checks

The Morris United Soccer Club requires all adult participants to submit certain personal information that shall be used to assist with a background check, and authorization for a background check to be performed.

No MUSC adult participant is allowed to participate in MUSC activities if all the information is not provided.

- 1) Name
- 2) Address
- 3) City/State/Zip Code
- 4) Home Phone
- 5) Work Phone
- 6) Mobile Phone
- 7) Date of Birth
- 8) Social Security Number
- 9) Driver's License Number
- 10) Authorization to perform background check

(b) Requirement to Perform Background Check

Background checks are to be performed on all Morris United Soccer Club adult participants.

Background checks are to be completed within 30 days of assuming an adult participant role. Individuals may begin their role pending completion of the background check but must cease interactions with minor participants if the background check has not been cleared within 30 days.

Background checks are to be conducted at least every two years for each adult participant.



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(c) Confidentiality and Administration of Background Check Reports

Background check reports must be kept strictly confidential and access to reports is limited to individuals who have a need to know.

The Morris United Soccer Club will utilize the NJ Youth Soccer Association for the generation and interpretation of background check reports per the “New Jersey Youth Soccer Background Screening Policy.”

Individuals who are approved by the “NJ Youth Soccer Association Background Screening Policy” are permitted to participate as an adult participant with the Morris United Soccer Club.

Any person disqualified by the “NJ Youth Soccer Association Background Screening Policy” will not be permitted to participate as an adult participant with the Morris United Soccer Club.

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Policy XVI. LOCKER ROOM AND CHANGING AREA POLICY

Section 16.01 Overview

This policy addresses the management and behaviors associated with locker rooms and changing areas under partial or full jurisdiction of the Morris United Soccer Club.

This policy applies to all in-program contact occurring in locker rooms and changing areas.

Section 16.02 Locker Room & Changing Area Policy

(a) Policy

The below are the locker room and changing area policies of the Morris United Soccer Club.

- 1) The use of a device's (e.g., still camera, video camera, mobile phone, etc.) video recording and voice recording is prohibited by anyone in locker rooms and changing areas.
- 2) Under no circumstances shall an unrelated adult be undressed (disrobed or partial or full nudity where private body parts are exposed) in front of minor participants.
- 3) At no time are unrelated adults permitted to be alone with a minor participant in a locker room or changing area.
- 4) Parents/guardians are discouraged from entering locker room and changing areas unless it is truly necessary. In those instances, the responsible adult for the activity is to be notified, and it should be the same gendered parent/guardian attending to the minor participant
- 5) Adult participants are to make every effort to recognize when a minor participant goes to the locker room or changing area during practice and/or competition and, if they do not return in a timely fashion, will check on the youth participant's whereabouts.
- 6) If the locker room or changing area is not under the jurisdiction of the Morris United Soccer Club, adults in attendance are nonetheless required to adhere to the rules set forth here.
- 7) Monitoring and availability of semi-private and private changing areas must occur at all sanctioned events, or facilities that are partially or fully under the Morris United Soccer Club's jurisdiction.

(b) Exceptions

The below are exceptions to the locker room and changing room policy that "at no time are unrelated adults permitted to be alone with a minor participant in a locker room or changing area."

- 1) The adult participant has an existing dual relationship with the minor participant outside of the program, or
- 2) The adult participant is close-in-age with the minor participant and has no authority over the minor participant, or



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- 3) The adult participant is a personal care assistant and has met the Morris United Soccer Club's requirements of a personal care assistant.

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Policy XVII. CONCUSSION SAFETY POLICY

Section 17.01 Overview

This policy covers the required training of coaches and trainers, the required modifications to game day rules and training protocols, and the management of concussions received by youth athletes.

Section 17.02 Requirement for Concussion Awareness Training

All coaches and trainers are required to complete concussion awareness training approved by the NJ Youth Soccer Association.

Section 17.03 Training and Game Day Rules

Players in 11U and younger programs shall not engage in heading in practices or games.

Players in 12U and 13U will engage in limited heading in training sessions.

- 1) Players shall be limited to a maximum of thirty (30) minutes of heading training per week,
- 2) with no more than 20 headers per player per week.
- 3) There is no heading restriction in games at this age.

Section 17.04 Concussion Management Protocol

If a player is suspected of possibly receiving a concussion, the player's coach/trainer will evaluate the player and note if any of the following signs and/or symptoms are present:

- 1) Dazed look or confusion about what happened.
- 2) Memory difficulties.
- 3) Neck pain, headaches, nausea, vomiting, double vision, blurriness, ringing noise or sensitive to sounds.
- 4) Short attention span. Can't keep focused.
- 5) Slow reaction time, slurred speech, bodily movements are lagging, fatigue, and slowly answers questions or has difficulty answering questions.
- 6) Abnormal physical and/or mental behavior.
- 7) Coordination skills are behind, ex: balancing, dizziness, clumsiness, reaction time.

If any of these symptoms are present, the player may have received a concussion and will need to be evaluated by a medical professional. In addition, a determination must be made if that evaluation is needed as an emergency.

Emergency treatment will be needed if the coach/trainer determines any of the below exist:

- 1) Spine or neck injury or pain.
- 2) Behavior patterns change, unable to recognize people/places, less responsive than usual.



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- 3) Loss of consciousness.
- 4) Headaches that worsen.
- 5) Seizures.
- 6) Very drowsy, can't be awakened.
- 7) Repeated vomiting.
- 8) Increasing confusion or irritability.
- 9) Weakness, numbness in arms and legs.

If any of the above conditions exist, emergency services should be contacted, and the player should receive emergency treatment as soon as possible.

If a possible concussion occurred, but emergency treatment is not needed, the coach/trainer should notify the parent/guardian of the incident as soon as possible.

The coach/trainer and/or parent/guardian should focus on the below areas every 5-10 minutes for next 2 hours, without the player returning to any activities:

- 1) Balance, movement.
- 2) Speech.
- 3) Memory, instructions, and responses.
- 4) Attention on topics, details, confusion, ability to concentrate.
- 5) State of consciousness,
- 6) Mood, behavior, and personality.
- 7) Headache or "pressure" in head.
- 8) Nausea or vomiting.
- 9) Sensitivity to light and noise.

Players shall not re-enter a competition or training or partake in activities for 24 hours if they are suspected of having had a concussion.

A player diagnosed with a possible concussion may only return to play after being released by a medical doctor, or doctor of osteopathy specializing in concussion treatment and management.

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Policy XVIII. WEATHER SAFETY POLICY

Section 18.01 Overview

This policy addresses actions to be taken during adverse weather conditions which include:

- 1) the presence of lightning, or
- 2) excessive heat, or
- 3) excessive cold, or
- 4) the potential or actual presence of a tornado, or
- 5) the potential or actual presence of excessive snow, hail, sleet, or rain, or
- 6) the declaration of a State of Emergency by an authorized government official.

Section 18.02 Lightning Safety

Morris United Soccer Club activities cannot proceed in weather conditions involving even the threat of lightning. The presence of even distant thunder requires play to be suspended. **Fields must remain clear for 30 minutes after the last thunder is heard or lighting is observed.**

(a) Responsible Individuals

All adult attendees (coaches, trainers, volunteers, parents, administrators, spectators, referees, club officers, etc.) are responsible for identifying and speaking up when lightning may be present. Lightning is considered present when (1) it can be observed, (2) thunder can be heard, or (3) a lightning detector (sensor) has alerted that lightning is present. The presence of lightning should be brought to the attention of the MUSC coach responsible for the team participating in a MUSC activity by any individual who observes an indication of lightning occurring. The MUSC coach will have primary responsibility for enacting the lightning present protocol.

(b) Protocol When Lightning is Considered Present

When lightning is present the responsible coach for a participating team will suspend activities in conjunction with the referee until 30 (thirty) minutes have passed since the last lightning is considered present. When lightning is considered present players and spectators will be directed to seek appropriate shelter.

(c) Return to Play After Lightning Observed

Once 30 (thirty) minutes have passed since the last indication of lightning being present has occurred, the suspended MUSC activity will be permitted to continue. If another indication of lightning being present occurs, activities must be suspended for another 30 (thirty) minutes.

Section 18.03 Excessive Heat Safety

The Morris United Soccer Club follows the following restrictions for participation in soccer activities based upon the head index.



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Heat Index	Playing Restriction
Heat Index under 80°	<ul style="list-style-type: none"> No restrictions based upon heat
Heat Index under 81-90°	<ul style="list-style-type: none"> Coaches are encouraged to take extra steps to protect players including making sure players remain hydrated and by encouraging more frequent substitutions during games and breaks during practices
Heat Index 91° to 95°	<ul style="list-style-type: none"> Provide ample water and water breaks every 15 minutes. Schedule water breaks during games Monitor athletes for heat illness. Consider postponing practice to a time when the Heat Index is lower. Consider reducing the amount of time for the practice session.
Heat Index above 95°	<ul style="list-style-type: none"> All activities cancelled

Section 18.04 Excessive Cold Safety

The Morris United Soccer Club will follow the US Youth Soccer Guidelines for play based upon the wind chill temperature.

https://usys-assets.ae-admin.com/assets/1/15/1609024_Cold_Weather_Guidelines.pdf

Adherence to these guidelines is to be followed at the club and individual team/session level. Either the club or individual teams/sessions may be modified, cancelled, or suspended based upon the weather condition at the time of the session.

Step One: Determine the Wind Chill Temperature

	40	35	30	25	20	15	10	5	0	-5	-10	-15	-20
5	36	31	25	19	13	7	1	-5	-11	-16	-22	-28	-34
10	34	27	21	15	9	3	-4	-10	-16	-22	-28	-35	-41
15	32	25	19	13	6	0	-7	-13	-19	-26	-32	-39	-45
20	30	24	17	11	4	-2	-9	-15	-22	-29	-35	-42	-48
25	29	23	16	9	3	-4	-11	-17	-24	-31	-37	-44	-51
30	28	22	15	8	1	-5	-12	-19	-26	-33	-39	-46	-53
35	28	21	14	7	0	-7	-14	-21	-27	-34	-41	-48	-55
40	27	20	13	6	-1	-8	-15	-22	-29	-36	-43	-50	-57
45	27	19	12	5	-2	-9	-16	-23	-30	-37	-44	-51	-58
50	26	19	12	4	-3	-10	-17	-24	-31	-38	-45	-52	-60

Step two: Determine the Appropriate Alert Level

ALERT LEVEL	WCT (F)	EVENT CONDITIONS	RECOMMENDED ACTION
BLACK	< 0	Extrema Conditions*	Cancel or attempt to move activities indoors. Frostbite could occur
RED	1-15	High Risk for Cold Related Illness*	Consider modifying activity to limit exposure and allow for more frequent chances to rewarm
ORANGE	16-24	Moderate Risk for Cold Related Illness*	Provide additional protective clothing, cover as much exposed skin as practical, and provide opportunities and facilities for rewarming
YELLOW	25-30	Less than Ideal Conditions*	Be aware of the potential for cold injury and notify appropriate personnel of the potential
GREEN	>30	Good Conditions	Normal activities



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Based upon the local wind chill temperature (WCT) the requisite recommended action will be followed.

Section 18.05 Tornado Safety

All Morris United Soccer Club activities are to be canceled and participants are to be directed to seek shelter if a tornado watch or warning is issued by a forecaster, law enforcement, or other responsible entity for areas where Morris United Soccer Club activities are to occur. Activities may only resume once the watch or warning has been removed for the affected area.

Section 18.06 Excessive Snow, Hail, Sleet, or Rain Safety

All Morris United Soccer Club activities are to be canceled when playing conditions or road conditions are unsafe due to snow, hail, sleet, or rain.

During the school year, local school district decisions on late openings, earlier closures and school cancellations will be used as an indicator on the safety of holding Morris United Soccer Club activities.

Section 18.07 Declaration of a State of Emergency

All Morris United Soccer Club activities are to be canceled if a State of Emergency has been declared by an authorized government official for areas where Morris United Soccer Club activities are to occur.

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Policy XIX. GOAL SAFETY POLICY

Goal safety is of paramount importance to the Morris United Soccer Club. Adult participants must always ensure goals are in safe condition and secured to prevent tipping.

Section 19.01 Goal Anchoring / Counterweighting

All goals used by Morris United Soccer exceeding 40lbs in weight must be secured (anchored or counterweighted) to prevent tipping.

(a) *Acceptable methods for anchoring / counterweighting goals*

Goal Counterweighting (Turf Fields)

Sand Bags



Follow manufacturer's recommended number of sandbags and weight of each bag based on the goal model you are anchoring. Larger goals will need more than smaller ones. A minimum of two bags should be used.

Ballast System



These can be a cement form, a steel weight, or some other heavy item that can be used to counter the weight of the goal. These can be fixed to the goal frame with a metal chain or cable or stand alone.

Goal Anchoring (Grass Fields)

Sand Bags



Follow manufacturer's recommended number of sandbags and weight of each bag based on the goal model you are anchoring. Larger goals will need more than smaller ones. A minimum of two bags should be used.

Ballast System



These can be a cement form, a steel weight, or some other heavy item that can be used to counter the weight of the goal. These can be fixed to the goal frame with a metal chain or cable or stand alone.

Ground Stakes/Pegs



Straight piece of metal driven several inches into the ground. These should be driven at a slant for added security, through a hole in the bottom of the goal back frame. Four (4) stakes should be used to anchor a goal.

Auger Style

These are like corkscrews that screw into the ground and connect to the back frame with a metal chain or cable. One auger style anchor is



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necessary to secure a goal. The auger should be driven into the ground so none of the "corkscrew" is showing.

J or U-Hook



Like a peg, this anchor is a bent piece of metal driven at least several inches into the ground. The hook portion of the anchor wraps over the back frame. Four (4) J-Hooks should be used to anchor a goal.

Section 19.02 Goal Standards

As of the 2020-2021 seasonal year any new goals purchased or acquired for use by the Morris United Soccer Club will comply with ASTM Goal Safety Standard F2950-14. Goals not meeting this standard will be systematically sunset as equipment is replaced.

Section 19.03 Goal Storage (Offseason)

During the offseason goals should be stored (secured) so that they cannot be accessed or used in an unsafe manner by unauthorized individuals. The following are acceptable ways to store goals:

- 1) **Remove Nets** – Nets should be removed to prevent climbing from the back when exposed, and to discourage shooting on an open goal.
- 2) **Chain goals to a secure object** – Chain goals to a strong structure near the field. A strong structure can include a fence, large trees, or other permanent objects. Turn the goal facing the object and secure it with chain(s) and lock(s).
- 3) **Chain goals face to face** – Chaining goals face to face helps ensure goals cannot tip-over on someone. Move the goals so the face of each goal is up against the other. Secure the goals together with a chain and lock on both upright posts leaving the least amount of slack in the chain as possible. Chains should secure both sides of the goal, so the goals cannot be separated.

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Policy XX. CONFLICT OF INTEREST POLICY

Section 20.01 Overview

During the conduct of Morris United Soccer Club (MUSC) business, situations may arise in which a MUSC decision maker has a conflict of interest, or an appearance of a conflict of interest between their own interests and the interests of the club. These situations are to be managed.

Section 20.02 Definition of Conflict of Interest

A conflict of interest arises when a club volunteer, coach, staff, Board Member or Club Officer benefits, directly or indirectly, from his/her dealings with either:

- 1) The Morris United Soccer Club; or
- 2) A person conducting business with the Morris United Soccer Club.

Examples of conflicts of interest include, but are not limited to, situations in which a Morris United Soccer Club decision maker:

- 1) negotiates or approves a contract, purchase, or lease on behalf of the Morris United Soccer Club and has a direct or indirect interest in or receives personal benefit from receiving the goods or services,
- 2) negotiates or approves a contract, sale, or lease on behalf of the Morris United Soccer Club and has a direct or indirect interest in or receives personal benefit from receiving the goods or services,
- 3) approves on behalf the Morris United Soccer Club, the employment of or disbursement of funds to a person who is an immediate family member,
- 4) sells products or services offered by Morris United Soccer Club in competition with the Morris United Soccer Club without disclosure, or
- 5) uses Morris United Soccer Club facilities, other assets, or other resources for personal gain.

Section 20.03 Duties of Individuals with Respect to Conflicts of Interest

All Club Officers, Board Members, coaches, staff, and volunteers have an obligation to:

- 1) manage conflicts of interest, or the appearance of conflicts of interest, between their personal interests and those of the Morris United Soccer Club in dealing with outside entities or individuals,
- 2) refrain from participation in any decision on matters that involve a real conflict of interest or an appearance of a conflict of interest, and



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- 3) to disclose when real conflict of interest or an appearance of a conflict of interest may exist.

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Policy XXI. REFEREE CRITICISM, ABUSE AND ASSAULT POLICY

Section 21.01 Overview

To help prevent physical assault, abuse and criticism of referees, the Morris United Soccer Club has adopted a ZERO TOLERANCE POLICY. This policy applies to all spectators, players and coaches engaged in Morris United Soccer Club events.

Section 21.02 Referee Criticism

(a) *Definition*

Referee criticism is a verbal comment or comments directed toward a referee questioning, criticizing, or complaining about a call or non-call made by a referee immediately before, during or immediately after a game.

(b) *Expected Spectator Behavior*

Expected spectator behavior at a youth soccer game, as it pertains to referees, does not vary based upon the age of players or the age of referees. Spectators are expected to be polite, restrained and nonconfrontational in all interactions with referees.

- 1) No spectator shall dispute a referee call or non-call during or after a game.
- 2) No spectator shall make remarks to a referee or advise a referee to watch certain players or to attend to rough play.
- 3) No spectator shall persistently address a referee at any time.
- 4) No spectator shall direct comments toward a referee on performance, including, but not limited to criticism, sarcasm, harassment, intimidation, or negative feedback of any kind.
- 5) No spectator shall approach a referee following a game to comment on a perceived negative performance.

(i) *Exceptions*

Spectators may point out an emergency or safety issue. Once the referee has acknowledged the issue, spectators are to refrain from further comment.

(c) *Expected Player Behavior*

The expected behavior of a player, as it relates toward criticizing a referee, is governed by the Laws of the Game. At all times the referee is in charge of the game and has the authority to apply the Laws of the Game as it relates to the actions of a player, including showing the player a caution or dismissing the player from the field of play.

(d) *Expected Coach Behavior*

The expected behavior of a coach as it relates toward criticizing a referee varies based upon the age of the referee, the age of the players and level of competition within which the players are competing. At all times the referee is in charge of the game and has the authority to apply the



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laws of the game as it relates to the actions of a coach, including cautioning the coach or dismissing the coach from the field of play.

The purpose of the below policy, as it relates to coach's criticism of referees, is to explicitly call out those behaviors which, if not also identified by the referee, are still Morris United Soccer Club policy and subject to disciplinary review.

(i) Expected Coach Behavior with any Minor Referee and All Recreation Games

The below is the expected coach behavior for a game officiated by a minor referee or any game classified as recreation.

- 1) No coach shall dispute a referee call or non-call during or after a game.
- 2) No coach shall make remarks to a referee or advise a referee to watch certain players or to attend to rough play.
- 3) No coach shall persistently address a referee at any time.
- 4) No coach shall direct comments toward a referee on performance, including, but not limited to criticism, sarcasm, harassment, intimidation, or negative feedback of any kind.
- 5) No coach shall approach a referee following a game to comment on a perceived negative performance.

1) Exceptions

A coach may point out an emergency or safety issue. Once the referee has acknowledged the issue, the coach is to refrain from further comment.

A coach may, at a suitable break in play, approach a Morris United **recreation referee** during a **recreation game** in a **non-public** manner, for the purpose of educating the referee on the correct application of the laws of the game. This is not meant to be a retroactive look at or discussion on a play that has occurred, but as a learning opportunity to apply the laws of the game correctly going forward. At no point should the referee be criticized, but the conversation should be a constructive learning experience.

(ii) Expected Coach Behavior with an Adult Referee and 12U and Younger Travel Players

The below is the expected coach behavior for a game officiated by an adult referee, classified as travel and played by athletes 12U and younger.

- 1) No coach shall dispute a referee call after a game.
- 2) No coach shall persistently address a referee at any time.
- 3) No coach shall direct comments toward a referee on personal performance, including, but not limited to criticism, sarcasm, harassment, intimidation, or negative feedback of any kind.
- 4) No coach shall approach a referee following a game to comment on a perceived negative performance.



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1) Exceptions

A coach may point out an emergency or safety issue. Once the referee has acknowledged the issue, the coach is to refrain from further comment.

(iii) Expected Coach Behavior with an Adult Referee with 13U and Older Travel Players

The below is the expected coach behavior for a game officiated by an adult referee, classified as travel and played by athletes 13U and older.

- 1) No coach shall direct comments toward a referee on personal performance, including, but not limited to criticism, sarcasm, harassment, intimidation, or negative feedback of any kind.
- 2) No coach shall approach a referee following a game to comment on a perceived negative performance.

1) Exceptions

A coach may point out an emergency or safety issue. Once the referee has acknowledged the issue, the coach is to refrain from further comment.

Section 21.03 Referee Abuse

(a) Definition

Referee abuse is defined in policy 502.6.1 of the USSF policies.

502.6.1 REFEREE ABUSE

Referee abuse is a verbal statement or physical act not resulting in bodily contact which implies or threatens physical harm to a referee or the referee's property or equipment.

Abuse includes, but is not limited to, the following acts committed upon a referee; using foul or abusive language toward a referee (must imply a threat of physical harm), spewing any beverage on a referee's personal property; spitting at (but not on) the referee; verbally threatening a referee with remarks that carry imply or direct threats of physical harm.

Verbal threats are remarks that carry the implied or direct threat of physical harm. Such remarks as "I'll get you after the game." or "You won't get out of here in one piece." shall be deemed referee abuse.

(b) Prohibited Behavior

Referee abuse is prohibited

(c) Exceptions

None

Section 21.04 Referee Assault

(a) Definition

Referee assault is defined in policy 502.6.2 of the USSF policies.



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502.6.2 REFEREE ASSAULT

Referee assault is an intentional act of physical violence at or upon a referee committed before during, or after a match, even later times if it is match related such as at work or at home. “For the purpose of this rule, “intentional act” shall mean an act intended to bring about a result which will invade the interests of another in a way that is socially unacceptable. Unintended consequences of the actions are irrelevant.” Assault includes, but is not limited to, the following act committed upon a referee: hitting, kicking, punching, choking, spitting on, grabbing or bodily running into a referee; the act of kicking or throwing any object at a referee that could inflict injury; damaging the referee’s uniform or personal property (i.e., car, equipment, etc.).

(i) Prohibited Spectator Behavior

Referee assault is prohibited.

(ii) Exceptions

None.

Section 21.05 Duty to Report

Any person observing an incident of referee criticism, referee abuse or referee assault during a game involving teams from the Morris United Soccer Club is obligated to make a report of the incident to an executive officer of the Morris United Soccer Club. The reporting of the incident may be facilitated by using a Morris United Soccer.

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Policy XXII. PLAYER RECRUITING AND POACHING POLICY

Section 22.01 Overview

The purpose of this policy is to define the Morris United Soccer Club policy on recruiting players to join the Morris United Soccer Club.

(a) Definitions

Recruiting is the process of soliciting a player to join the Morris United Soccer Club by direct contact with the player or player’s parent/guardian that is initiated by a coach, participant, parent, guardian, employee, staff, volunteer, or board member of the Morris United Soccer Club.

Direct Contact as it relates to recruiting is personal contact between a participant, parent or guardian of a participant, employee, staff, volunteer, coach, employee or board member of the Morris United Soccer Club and a player or parent/guardian of a player registered on a travel team with a club other than the Morris United Soccer Club. Personal contact, as it relates to recruiting, includes, but is not limited to, one to one discussion, email, phone, texting, and social media.

Poaching is the recruiting of a player who is registered as a travel player with another travel club to join the Morris United Soccer Club as a primary carded travel player during the same seasonal year.

Section 22.02 Permitted and Restricted Recruiting Activities

Poaching players by any participant, employee, staff, volunteer, coach, or board member of the Morris United Soccer Club is not permitted.

Recruiting of players that does not involve poaching is permitted.

(a) Duty to Report Poaching

Reasonably suspected instances of poaching by a participant, employee, staff, volunteer, coach, employee, or board member of the Morris United Soccer Club must be brought to the attention of the President or Vice President of Travel Soccer for MUSC by the individual who reasonably believes an instance of poaching has occurred.

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Policy XXIII. SECONDARY CARDING POLICY

Section 23.01 Overview

This policy address secondary carding of players associated with Morris United Soccer Club teams.

Section 23.02 Definition

A secondary carded player is a travel player who plays with another team (Secondary Team) in addition to the team he/she initially rostered with (Primary Team) is a secondary carded player.

A travel player may concurrently play with more than one team during a seasonal year but may only have one primary pass.

Section 23.03 Conditions for Secondary Carding a Player

A player may be secondary carded to a team (either MUSC team or other club team) subject to the following conditions:

- 1) The secondary card player is carded because:
 - a. There is an insufficient number of players on the secondary team's game day roster to field a team with at least one substitute due to injury, player discipline or other player unavailability. A player may be secondary carded to the team for as long as this condition exists. OR
 - b. There are an insufficient number of players on the secondary team's league roster to field a team with at least three substitutes due to an insufficient number of qualified players accepting an offer to play with the team. OR
 - c. The secondary carded player would benefit from a higher level of competition afforded between teams. For example: to have a player play up in age or from a B team to an A team for increased competition. Recommendations to have a player secondary carded for development reasons need to be supported by a written evaluation from the team's coach. OR
 - d. The secondary carded player is a goalkeeper aged 13U or older and is being carded to a secondary team that does not have a goalkeeper on the primary league roster.

AND

- 2) The player being added as a secondary carded player meets the rules of NJ Youth Soccer, and the leagues within which the player plays. AND
- 3) The player being secondary carded is of comparable ability to the existing players on the team. **Secondary carding is NOT permitted to "stack" a roster with exceptional players for the purpose of winning games.** AND
- 4) Approval to secondary card the player is provided by the Vice President of Travel Soccer or the President of the Morris United Soccer Club.



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Section 23.04 Players Carded from MUSC Teams to Another Club's Team

A player secondary carded from a MUSC team to another club's team may not compete against Morris United Soccer Club teams in any competition.

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Policy XXIV. COACH CODE OF CONDUCT POLICY

This Coach Code of Conduct has been developed to clarify and define the standards of behavior from coaches affiliated with the Morris United Soccer Club.

1. I will emphasize that the game is played for fun, and for the benefit of the youth, not adults.
2. I will never place the value of winning over the safety and welfare of the players.
3. I will not encourage any behaviors or practices that would endanger the health and well-being of the athletes.
4. I understand the primary focus of Morris United Soccer Club is player development, and I will not engage in practices which detract from a player's growth as a soccer player.
5. I will be a positive role model for players and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players (on both teams), coaches, officials and spectators at every game, practice, or other sporting event.
6. I will not engage in any kind of unsportsmanlike conduct with any official, coach, player, spectator, or parent/guardian such as refusing to shake hands or using profane language or gestures.
7. I will report any instances of disciplinary action by a referee against myself to the appropriate officials of the Morris United Soccer Club (e.g., being shown a Yellow or Red Card and/or being dismissed from a game).
8. I will ensure that I understand and carry out the duties of a coach as set forth by MUSC.
9. I will endeavor to learn and understand Laws of the Game, the governing rules of the leagues within which my team(s) participate, and any modifications to the Laws of the Game as set by the competitions with-in which I am coaching.
10. I will ensure all players who play on a team are appropriately registered and age appropriate for the game and division for which they are playing and will not engage in practices of deception to circumvent rules set forth by youth soccer governing bodies.
11. I will teach players to play within the spirit and intentions of the rules and the Laws of the Game and to resolve conflicts without resorting to hostility or violence.
12. I will respect the officials and their authority during games and will never confront officials or opposing coaches.
13. I will communicate with players parents about any physical injury incurred during games or practices and will ensure such injuries are reported to the appropriate game officials and Morris United Soccer Club.
14. I will ensure no player is allowed to return to play who is suspected of receiving a concussion until cleared to play by a medical professional.
15. I will demand a sports environment free from drugs, tobacco, vaping, and alcohol and I will refrain from their use at all youth sporting events.
16. **I understand that if I fail to abide by this Coach Code of Conduct, I may be subject to disciplinary action that could include, but is not limited to, the following:**
 - **Verbal warning by a game official, league official, and/or head of Morris United Soccer Club,**
 - **Game forfeiture through an official or league,**
 - **Fines imposed by the league which are the sole responsibility of the coach to pay,**
 - **Removal as a coach from the Morris United Soccer Club.**



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Policy XXV. PARENT, GUARDIAN, AND GUEST CODE OF CONDUCT POLICY

This Parent, Guardian and Guest Code of Conduct has been developed to clarify and define the standards of behavior from parents, guardians and their guests affiliated with the Morris United Soccer Club.

1. I will emphasize that the game is played for fun, and for the benefit of the youth, not adults.
2. I will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players (on both teams), coaches, officials and spectators at every game, practice, or other sporting event.
3. I will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
4. I will not encourage any behaviors or practices that would endanger the health and well-being of the athletes.
5. I will not ridicule or yell at my child or other participant for making a mistake or losing a competition and will provide positive and encouraging feedback when cheering.
6. I will teach my child to play within the spirit and intentions of the competition rules and the Laws of the Game and to resolve conflicts without resorting to hostility or violence.
7. I will respect the officials and their authority during games and will never question, discuss, or confront officials or coaches at the game field, and will take time to speak with coaches at an agreed upon time and place if needed.
8. I will refrain from coaching my child or other players during games and practices.
9. I will explain to my child that doing one's best and developing as a player is more important than winning.
10. I will never place the value of winning over the safety and welfare of the players.
11. I will demand a sports environment free from drugs, tobacco, vaping, and alcohol and I will refrain from their use at all youth sporting events.
12. I will communicate with my child's coach about any physical disability or ailment that may affect the safety of my child or the safety of others.
13. I will make every effort to have my child attend practices and games and will communicate with my child's coach if my child will be late or absent.
14. I will ensure any guests who are I invite to attend my child's game are aware of the content of this Parent, Guardian, and Guest Code of Conduct.
15. **I understand that if I fail to abide by this Parent, Guardian, and Guest Code of Conduct, I may be subject to disciplinary action that could include, but is not limited to, the following:**
 - **verbal warning by an official, team coach, and/or officer of the Morris United Soccer Club,**
 - **game forfeiture through an official or league,**
 - **suspension from attending Morris United Soccer Club games, practices, or other events.**



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Policy XXVI. PLAYER CODE OF CONDUCT POLICY

This Player Code of Conduct has been developed to clarify and define the standards of behavior from players affiliated with the Morris United Soccer Club.

1. I will emphasize that the game is played for fun.
2. I will play soccer because it is fun and not because others want me to play.
3. I will practice good sportsmanship and will encourage good sportsmanship from fellow players, coaches, officials, and parents.
4. I will remember that winning isn't everything and that having fun, playing fair, improving my skills, and giving my best efforts are the most important aspects of youth soccer.
5. I will play the best I can every day and I understand all players have weaknesses, the same as I do.
6. I will treat my coaches, teammates, other players and coaches, and fans with respect; regardless of race, gender, creed, or abilities, and I will expect to be treated accordingly.
7. I will follow coaching direction and will not be disruptive during practices or games, nor will I "mouth off" or use profane language or gestures.
8. I will concentrate on playing soccer by always giving my best effort, both in practices and in games.
9. I will be on time for practices and games and will notify my coach if I cannot attend.
10. I will make every effort to attend all games and practices.
11. If I play multiple sports, I will be as committed to soccer as other sports.
12. I will respect my opponents, whether they have more or less ability than me, and regardless of whether I win or lose.
13. I will be respectful when I win and gracious when I lose.
14. I will show respect for the referee, even if I disagree with her or his calls.
15. I will not engage in any kind of unsportsmanlike conduct such as refusing to shake hands or using profane language or gestures.
16. I will endeavor to learn the Laws of the Game and will always play within the spirit and intentions of the rules of the local competition and the Laws of the Game.
17. I will resolve conflicts without resorting to hostility or violence.
18. I will never play with the intent to injure an opposing player.
19. I will let my coach know if I am ill or injured and will not hide or disguise an injury to keep playing.
20. I understand that I am an ambassador of the Morris United Soccer Club and will always behave in a manner which reflects the club in a positive manner
21. **I understand that if I fail to abide by this Player Code of Conduct, I may be subject to disciplinary action that could include, but is not limited to, the following:**
 - being limited in playing time by my coaches,
 - being cautioned or ejected from games by game officials,
 - being suspended from practices or games,
 - being removed as a player with the Morris United Soccer Club.



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Policy XXVII. HOLD FOR FUTURE MUSC POLICY

Policy XXVIII. HOLD FOR FUTURE MUSC POLICY

Policy XXIX. HOLD FOR FUTURE MUSC POLICY

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Policy XXX. MANAGING DISCIPLINARY MATTERS

Section 30.01 Overview

This policy is to address the disposition of complaints against spectators and participants for:

- 1) violations of the:
 - i. Morris United Soccer Club (MUSC) codes of conduct,
 - ii. bylaws of MUSC, NJYSA, USYS, or US Soccer,
 - iii. policies of MUSC, NJYSA, USYS or US Soccer, or
 - iv. constitution of NJYSA, USYS or US Soccer,
- 2) child abuse (physical or sexual) allegations, where the Morris United Soccer Club's actions will not undermine the ongoing legal investigation or criminal prosecution,
- 3) other misconduct allegations, where the Morris United Soccer Club's actions will not undermine the ongoing legal investigation or criminal prosecution.

It is at the sole the discretion of the President of the Morris United Soccer Club (MUSC) to determine if a complaint constitutes a minor or serious breach of the code of conduct, bylaw, policy, or governing constitution; or if a complaint (allegation) cannot currently be investigated due to an ongoing criminal investigation.

Complaints for violations made against members of the board of directors will be adjudicated according to "Article III – Board of Directors" of the Morris United Soccer Club Bylaws. This includes adjudicating complaints when the member of the board of directors is participating in a capacity other than as a board member when the complaint is made.

Section 30.02 Minor Disciplinary Matters

Minor disciplinary matters are complaints of improper conduct which the President agrees do not warrant a disciplinary hearing.

(a) Minor Player Disciplinary Matters

Players are expected to abide by the MUSC Player's Code of Conduct and the policies/rules of the leagues and/or tournaments within which they participate. Minor player disciplinary breaches are dealt with at the team (coach) level. A coach, player or parent may elevate a minor player disciplinary breach to the VP of Travel Soccer, VP of Recreation Soccer or Director of TOPSoccer based upon the program with-in which the breach occurred for guidance or a decision on how the disciplinary breach should be addressed. Serious breaches of policies are to be brought before a formal disciplinary hearing following agreement by the Club President.

Disciplinary breaches of the policies of the leagues and/or tournaments within which a player participates are dealt with by the policies/rules of the league and/or tournament directly. MUSC does not have the authority to adjudicate any breaches of league or tournament policies/rules. Any punishments (including suspensions due to red card or yellow card



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accumulation) which are levied by the league/tournament against a player are the sole responsibility of the player to satisfy. MUSC may review the breach of policy/rule independently of the league/tournament and institute additional penalties at their discretion.

(b) Minor Coach Disciplinary Matters

Coaches are expected to abide by the MUSC Coach's Code of Conduct and the policies/rules of the leagues and/or tournaments within which they participate. Breaches of the MUSC Coach's Code of Conduct are to be dealt with by the VP of Travel Soccer, VP of Recreation Soccer or Director of TOPSoccer based upon the program with-in which the breach occurred. Minor matters may be dealt with directly by the program. Serious breaches of policies are to be brought before a formal disciplinary hearing.

Disciplinary breaches of the policies of the leagues and/or tournaments within which a coach participates are dealt with by the policies/rules of the league and/or tournament directly. MUSC does not have the authority to adjudicate any breaches of league or tournament policies/rules. Any punishments (including fines) which are levied by the league/tournament against a coach are the sole responsibility of the coach to satisfy. MUSC may review the breach of policy/rule independently of the league/tournament and institute additional penalties at their discretion.

(c) Minor Parent/Spectator Disciplinary Matters

Parents are expected to always abide by the MUSC Parent's Code of Conduct and MUSC TOPSoccer Parent Responsibility waiver. Breaches of these policies are to be dealt with by the VP of Travel Soccer, VP of Recreation Soccer or Director of TOPSoccer based upon the program with-in which the breach occurred. Minor matters may be dealt with directly by the program. Serious breaches are to be brought before a formal disciplinary hearing.

(d) Appeal of a Minor Disciplinary Decision

Appeals of minor disciplinary issues and associated decisions may be made to the President of the Morris United Soccer Club. If the President deems an appeal has merit, he/she may call a disciplinary hearing for a full review of the decision. If the President deems the appeal does not have merit, the decision is upheld, and the next recourse is for the appellant to request a full disciplinary hearing in conjunction with paying a \$300 fee for the administration of the hearing. In the event the appeal is upheld, the \$300 fee will be returned.

Section 30.03 Serious Disciplinary Matter (Disciplinary Hearing)

Serious breaches of disciplinary matters are adjudicated by a disciplinary hearing. A disciplinary hearing is a formal process for a review by a group of adjudicators of a complaint of a serious breach of a policy, bylaw and/or constitution of the Morris United Soccer Club (MUSC) or its governing bodies by a participant of the Morris United Soccer Club. The purpose of the disciplinary hearing is to gather evidence, hear arguments and decide whether a serious breach exists and on the appropriate course of discipline if a breach is determined to have occurred.



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The President of the Morris United Soccer Club may (at his/her discretion) call a disciplinary hearing to perform a formal review of a complaint against an individual for a serious breach of:

- 1) the Morris United Soccer Club codes of conduct,
- 2) the bylaws of MUSC, NJYSA, USYS, or US Soccer,
- 3) the policies of MUSC, NJYSA, USYS or US Soccer, or
- 4) the constitution of NJYSA, USYS or US Soccer.

A disciplinary hearing will be called if the matter potentially includes an expulsion from the Morris United Soccer Club. The removal of a volunteer or of a volunteer coach from their position does not constitute an expulsion from the Morris United Soccer Club. Non-elected club volunteers and volunteer coaches may be removed by the VP of Travel Soccer, the VP of Recreation Soccer, the Director of TOPSoccer or the President of Morris United Soccer club without a formal hearing. However, a club volunteer or volunteer coach may request a formal disciplinary hearing in conjunction with a paying a \$300 fee to the club for the administration of the hearing. In the event the volunteer or volunteer coach is re-instated to his position, the \$300 fee will be returned.

The action to remove or suspend a travel player from a travel team during the travel season for greater than 3 games does constitute a serious disciplinary matter and requires a disciplinary hearing to be held. The player can be suspended during the time it takes to gather evidence and to hold the hearing. However, the length of the suspension before the hearing is held will not exceed 30 days from the time the notice is given to the player. Once the hearing is held, the player will be subject to the decision of the hearing and no appeal is possible. The suspension of a travel player for fewer than 3 games during a season does not require a disciplinary hearing.

Actions taken by a league or competition authority other than Morris United Soccer Club, to sanction or suspend a player or coach are not subject to a disciplinary hearing by the Morris United Soccer Club and should be handled by the competition authority issuing the sanction. The coach or player may request assistance from MUSC in presenting a defense for an appeal, but that assistance is at the discretion of the club based upon the nature of the sanction from the issuing authority. The request for assistance should be made to the VP of Travel Soccer, the VP of Recreation Soccer, or the Club President.

(a) Disciplinary Hearing Process

The following process will be followed to manage a disciplinary hearing for serious disciplinary matters:

(i) Disciplinary Hearing Committee

The Disciplinary Hearing will be heard by committee made up as follows:



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- 1) **Chairperson:** The chair of the disciplinary hearing committee is the President of the Morris United Soccer Club. In the event the President must recuse him/herself, the VP for Travel Soccer will chair the disciplinary hearing committee.
- 2) **Committee Members:** The members of the disciplinary hearing committee will comprise five elected officers of MUSC:
 - i. President,
 - ii. VP Travel Soccer,
 - iii. VP Recreation Soccer,
 - iv. Treasurer,
 - v. Secretary.

In the event a committee member must recuse him/herself, the disciplinary hearing committee chairperson will appoint a member of the MUSC Board of Directors to fill the vacated position.

(ii) Requirement for Written Notification

A written notification will be made by the chairperson of the disciplinary hearing committee to the individual against whom the disciplinary committee hearing is being brought forward. The written notification will include:

- 1) the name of the individual against whom the disciplinary hearing is being brought forward,
- 2) the cause for which the disciplinary hearing is being brought forward,
- 3) the members of the disciplinary hearing committee who will hear and weigh evidence for the cause being brought forward,
- 4) the possible outcomes and consequences of the disciplinary hearing committee decision,
- 5) the date, time, and location of the disciplinary hearing,
- 6) the fact that the named individual in the disciplinary hearing has the right to present evidence and call witnesses on his/her behalf at the disciplinary hearing,
- 7) the fact that individuals may be called by the disciplinary hearing committee to present evidence justifying the cause being brought forward.

(iii) Permitted Attendees

A disciplinary hearing will be closed to the public. The individuals permitted to attend the disciplinary hearing are:

- 1) the members of the disciplinary hearing committee,



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- 2) the individual named in the disciplinary hearing against whom the cause is being brought forward,
- 3) legal counsel for the individual named, at his or her own expense,
- 4) individuals presenting evidence before the disciplinary hearing committee (NOTE: Individuals may only be in attendance during the time they are presenting evidence).

(iv) Presenting Evidence

The order of presenting evidence will be as follows:

- 1) FIRST: Evidence and witnesses will be presented justifying the cause being brought forward,
- 2) SECOND: Evidence and witnesses will be presented by the individual against whom the disciplinary cause is being brought forward.

Following the presentation of evidence, the individual for whom the cause is being brought forward will be provided an opportunity to directly address the disciplinary hearing committee. The disciplinary hearing committee members may ask questions of the individual at this time.

(v) Adjournment and Notification of Decision

The disciplinary committee members will adjourn to review the evidence presented.

Within 7 days of the adjournment of the disciplinary hearing, the committee will provide a written notification of their decision to the individual against whom the disciplinary hearing was brought forward.

In the event the discipline includes a suspension or expulsion of an individual from the Morris United Soccer Club, the disciplinary committee chairperson will also make written notification of the disciplinary decision to the New Jersey Youth Soccer Association.

Section 30.04 Suspension Before Final Resolution

If a reported complaint (allegation) indicates that an individual's continued participation with the Morris United Soccer Club poses a risk of ongoing physical or emotional harm, the President may suspend the accused individual pending final disposition of the complaint.

For purposes of this Policy, a suspension shall mean the individual may not participate in any capacity or in any role in the business, events, or activities of the Morris United Soccer Club.