



ADULT INDOOR HOUSE LEAGUE MANUAL

Revised July 2018

Welcome to OSC Adult House League!

Dear Players,

Welcome to the 2018 OSC Adult Indoor season, we are excited for another fantastic season with you! Here are some updates from last season:

Coed

The Coed League expanded to 20 teams in Fall and Winter and we are looking to reach that number of teams once again. Our summer indoor program will be offered again this year as well.

Men's Open Age (MOA)

The MOA League is the largest league at OSC. We operate two different Men's Open Leagues on Sundays and Wednesdays in Fall and Winter totaling 40+ teams. Our summer indoor program runs on Thursday nights and will be offered this summer.

Ladies Open Age (LOA)

The LOA League had 12 teams in the Fall and increased to 14 teams in the Winter. We will be offering our LOA indoor league this summer as well.

Men's 35+ (M35+)

The M35+ League is now the second largest league operated at the OSC. We expect our Thursday and Friday leagues to fill to capacity once again this Fall and Winter. We will also be offering our M35+ league on Monday nights in the summer.

Ladies 35+ (L35+)

The L35+ League has become a very popular and successful indoor program both in the Fall and Winter. With 16 teams competing across 2 divisions it is now one of the largest leagues in the region.

I am proud to be involved with such a fantastic league, and work each day with players like you! I wish you all the best for the 2017/18 Indoor seasons!

See you on the field!

Sincerely,

Scott Birkbeck
Adult Programs Coordinator

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DIVISIONS

The Adult House League at Oakville Soccer Club (OSC) is comprised of several programs, based on either gender, age or both. All OSC programs are offered to support the Canadian Soccer Association's (CSA) [Wellness to World Cup](#) Long Term Player Development (LTPD) Strategy, with the Adult House League Program falling under the [Active for Life](#) LTPD stage.

Adult Soccer (6v6)

Adult Soccer is a recreational program made available to all adults of various skill levels, who share a common interest and passion for the game of soccer. OSC strives to provide adults with a positive lifelong experience through a healthy activity that is both active and engaging.

Co-ed

Co-ed is open age and available to all men and women age 18 and up. Co-ed is available both indoor and outdoor during the summer season. Individual registrations are accepted only for indoor Co-Ed while team registrations are accepted for both indoor and outdoor Co-Ed.

Please note: at least two female players must always be on the field for indoor co-ed and at least four female players must always be on the field for outdoor.

Ladies Open Age

A woman's only league for players of all skill levels, age 18 and up. Teams are divided into divisions based on experience or skill level. Individual and team registrations are accepted for outdoor Ladies Open Age.

Men's Open Age

A men's only league for players of all skill levels, age 18 and up. Teams are divided into divisions based on skill level. Individual and team registrations are accepted for both indoor and outdoor Men's Open Age.

Men's 35+

A men's only league specifically for players age 35 and up. Teams are divided into divisions based on skill level. Individual and team registrations are accepted for both indoor and outdoor Men's 35+.

Ladies 35+

A women's only league specifically for players age 35 and up. Individual and team registrations are accepted for both indoor and outdoor Ladies' 35+.

Players are permitted to register for multiple leagues, where applicable.

ADULT HOUSE LEAGUE RULES

Indoor Rules

The OSC Adult House League Outdoor Rules contain the general rules for all soccer competitions plus program rules specific to each age group:

Adult Soccer: Ladies/Men's Open Age, Men's 35+, Co-ed, Ladies' 35+

General Rules

- All teams and players are to abide by Town of Oakville by-laws at all times as posted at parks and listed on the Town of Oakville's website
- All teams and players must comply with the Town of Oakville's Acceptable [Use of Town Facilities/Be A Good Neighbour](#) policy and [RZone](#) policy at all times
- Players must abide by OSC's [Fair Play Code of Conduct](#) at all times as well as [OSC's Adult Indoor Rules](#)
- Players are not to change clothing/uniforms on the field sidelines or anywhere in a public area. Please change in the change room at the facility.

Competition Rules

House League soccer is based on [FIFA Laws of the Game](#) with specific adjustments to accommodate age and skill levels.

- Slide tackling is NOT permitted in the Men's and Ladies Open leagues, Co-ed league or in the Men's and Ladies 35+ leagues.
- Jewelry of any kind is not permitted to be worn during games, all jewelry or accessories which may be deemed potentially dangerous must be removed. Taping over piercings is not a suitable solution. Please refer to [FIFA Law 4](#) for further details.
- Each team is required to have at least 4 players in uniform to begin a match. Should the team have less than 4 players, they will not be allowed to begin play. After 10 minutes if a team does not have 4 players dressed, the result will be a forfeit.
- In COED there must be a minimum of 2 female players, in uniform, on the field during play at all times. Should a team have less than 2 females, they cannot add another male player in replacement and must play on player down.
- Regular season games will end in tie at the completion of 50 minutes of play.
- For playoff games, if the game is tied at the completion of regular time, a 3v3 penalty kick shoot out will occur. In COED the shootout must Begin with a female player and alternate female/male. Every player must shoot once before the same player may shoot again.

Failure to comply with these rules as well all OSC policies will result in disciplinary action up to and including the suspension of players and/or teams as a whole.

REGISTRATION

Player Registration

Each player must register online and accept waivers before the season or before their first game. Please see the step-by-step registration instructions in the documents linked below.

- [Captains Registering a Team](#)
- [Players Registering as part of a Team](#)
- [Individuals Not Affiliated with a Team](#)

Separate registration is required for each program (summer outdoor, summer indoor, fall indoor, winter indoor) and each division. Both individual and team registrations are accepted for the Adult programs.

Team Registration

A player must be registered with OSC before he/she plays in a league game. Players are required to register and pay in full, 24 hours before their team's first game. Any team using a player not on their team roster or a player who has not completed OSC's waivers (unregistered players) will be subject to disciplinary action.

No **new** player registrations will be accepted after the **sixth** week of the indoor season.

Returning Players - played in the previous outdoor and/or indoor season with the OSC.

Returning Non-Oakville Resident Players – reside outside of the Town of Oakville yet have played in the previous outdoor and/or indoor season. Players that live outside of the Town of Oakville will be charged a \$10.00 out of town fee per session they choose to register for.

New Resident Oakville Players - reside in the Town of Oakville but have never played with OSC. Players **MUST** provide proof of age (e.g. birth certificate, passport, health card, driver's license etc.) to be rostered onto a team. Registration must be done by visiting the Pine Glen Soccer Centre.

New Non-Oakville Resident Players - reside outside of the Town of Oakville and have never played with OSC. Players **MUST** provide proof of age (e.g. birth certificate, passport, health card, driver's license etc.) to be rostered onto a team. Registration must be done by visiting the Pine Glen Soccer Centre.

Proof of Age is required on initial OSC registration or after a lapse in registration, or at the request of OSC.

Players are required to keep their contact information current and their e-mail address up to date. This is important as OSC uses e-mail as the primary form of contact.

Players that live outside of the Town of Oakville will be charged a \$10.00 out of town fee per session they choose to register for.

Identification Photograph

Players are required to submit a head shot photograph for the roster. Photographs are used on the game sheet to properly identify players and eliminate any ineligible players. If a player does not have a usable photograph one can be taken at the Pine Glen Soccer Centre, at designated times.

Fees

A Deposit of \$500.00 is due upon registration of a team; deposit may be paid by multiple participants and is no longer solely the captain's responsibility. No team will be guaranteed a spot without payment of deposit. Full payment of fees is required upon registration for individuals. A \$25 charge is levied for any cheque returned by the bank. Team fees must be paid in full 24 hours prior to the first match of the season.

Team Names

Adult League Players have a responsibility to maintain and enhance the dignity and self-esteem of individuals and other persons by demonstrating respect to individuals regardless of body type, physical characteristics,

athletic ability, race or perceived race, nationality, ancestry, place of origin, color, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, class, marital status, family status, religion, political belief, physical or mental disability, economic status or source of income. Please note that the use of team names, logos and/or uniforms which go against this policy shall not be permitted and the offending team shall be required to change their name/logo/uniform to meet the rules of the Oakville Soccer Club.

Refunds

Please refer to OSC's [Refund Policy](#) for more information.

Privacy Policy

Players' personal information is stored on a stand-alone system which resides on a secured and dedicated server. No other use is made of players' information except as provided for in the waiver information on each Registration Form.

EQUIPMENT

All Adult House League players registering as individuals with the OSC will be provided with a jersey.

Team uniforms must be the same or similarly coloured and players must wear their team uniform at games. All jerseys must have permanent printed numbers (tape is not acceptable). **If a player is not wearing the appropriate uniform, he or she will NOT be allowed to play.** In addition, all players must wear shin guards and appropriate shoes (metal cleats are **NOT** permitted).

Pinnies

When two of the same colour teams are scheduled to play each other, the coach of the **home team** is required to sign out a set of pinnies from OSC front desk and return it after the game. Under no circumstances is a "skins vs. shirts" game allowed.

FIFA Law 4 – Player's Equipment

Players and coaches must comply with the OSA Guidelines regarding [FIFA Law 4](#) 'Players Equipment'.

The **Match Official's decision is final in all matters relating to the player's equipment.** Players must not wear a medical support device (such as, but not limited to: a hard cast, splint or brace), or any other equipment which, in the opinion of the match official, may cause injury to other players or themselves. Religious headgear is permitted provided it does not pose a hazard to the wearer or other players (e.g. opening/closing mechanism around neck).

All jewelry must be taken off prior to the match. A player is permitted to wear a wedding band or Medical Alert bracelet if they are taped. All piercings must be removed.

Game Ball

The ball must be a size 5. The home team shall be responsible for providing the game ball. The ball will be judged fit for play by the match official and can only be changed during the game with authorization from the Match Official

COACHES/CAPTAINS

Coaches OSC's Adult Programs are permitted, but not required. Adult House League coaches are all volunteers. If a team does not have a volunteer coach, a team captain will be expected to absorb the coaching responsibilities.

Qualifications

No formal soccer or coaching experience is necessary to volunteer to coach Adult House League.

Coach/Team Captain Responsibilities

- Knowledge of and adherence to OSC's [General By-Laws](#), [Adult Indoor Rules](#) and [Fair Play Code of Conduct](#)
- Ensure all players abide by OSC's [General By-Laws](#), [Adult Indoor Rules](#) and [Fair Play Code of Conduct](#)
- Completion of game sheets (must be submitted to the Match Official before the game begins)
- Ensure that the team is ready to play at least 5 minutes prior to game time (must have a minimum of 8 players to field a team)
- If a team is unable to play a game, the coach/team captain must inform OSC **at least 24 hours** in advance. Failure to do so may result in league suspension.
- Ensure that each player is on the field for 50% of game time during recreational games
- Keep accurate records as mandated by OSC
- Send game results to OSC's Adult Programs Coordinator once the game has completed
- Lead by example

SPONSORSHIP

Adult House League team sponsorship is arranged by

- OSC's Director of Corporate Sponsorships or
- Teams independently

Teams that elect to have their jerseys organized by OSC will automatically be assigned sponsors and are not permitted to seek or accept additional sponsorship, or engage in independent fund-raising activities, for their Adult House League team. Players registering as individuals will be placed on a team with a sponsor arranged by OSC.

Teams are permitted to arrange their own sponsors so long as they comply with OSC's [Sponsorship Policy](#) and they arrange for their own jerseys. Teams arranging independent sponsorship must submit a sponsor request to OSC's Director of Corporate Sponsorship before going ahead with the sponsor.

Anyone interested in becoming an OSC sponsor should complete a [Sponsorship Form](#). Please contact the Director of Corporate Sponsorships with questions or for more information.

FACILITIES/FIELDS

The Pine Glen Soccer Centre located at 1520 Pine Glen Rd. is the location for all Adult League indoor games. Games are played on artificial field turf on a quarter field sized indoor pitch.

Field Use Expectations

When visiting one of the Town's parks or recreation facilities, coaches, players and spectators are asked to ensure that vehicles are parked properly to avoid any fines and in consideration for neighborhood residents. An additional reminder to all spectators attending games, that the Town also has an Anti-Idling By-Law.

Please be respectful of the conditions of the field. When leaving the premises please ensure all garbage is thrown out and personal belonging are taken.

Consumption of alcoholic beverages on and around the adjacent areas of all fields is not allowed by either participants or spectators under any circumstances. Smoking is strictly prohibited on any Town property. Pets must be leashed at all times, as required in Town of Oakville By-Law 1999-159, and are prohibited at a number of fields. If a Match Official deems a pet to be a nuisance the pet must be removed at once. Pets are prohibited inside of the Pine Glen Soccer Centre.

Please review the [Town of Oakville's Acceptable Use of Town Facilities information](#).

Any offenders the Town of Oakville's By-Laws may be subject to fines and/or to disciplinary measures from the Club/Town of Oakville/Halton Police.

INJURIES

OSC has implemented an [Emergency Action Plan](#) to ensure that all coaches/team captains understand what is required of them in the event of an incident or injury during an OSC sanctioned game or practice.

Any injuries sustained in Adult House League team activities must be reported immediately on an [Incident & Injury Report Form](#). This form must be submitted to OSC's Director of Operations **within 24 hours** of the injury/incident to ensure compliance with OSC and OSA insurance requirements. All players are covered by the OSA Accident Insurance Policy, please see OSC's [Insurance Policy](#) for more information.

Players must be medically fit to play soccer before returning from an injury. The player's health and fitness must be paramount in establishing when a player can return from injury and the player or the team staff, may override any decision to return to playing or practicing.

First Aid/Medical Training

- All coaches/team captains are encouraged to take the Standard First Aid course offered by the Oakville Soccer Club.

- Match officials can call upon Coaches/Team Officials to aid in emergencies. Coaches/Team Officials can remove injured players from the field only if it is safe to do so. Otherwise, players should not be moved until EMS help arrives. If in doubt, injured players should not be moved.
- Coaches/Team Officials should not attempt to treat the injury unless they have proper medical training.
- Coaches/Team Officials are not authorized to administer any drugs and must ask the injured player for permission to assist them prior to doing so.
- Players are responsible for obtaining medical opinions. Players must show proof that they can resume play if requested by OSC.

CALL 911 IMMEDIATELY IN THE CASE OF A MEDICAL EMERGENCY

Concussion Management

Please refer to OSC's [Concussion/Return to Play Policy](#) for more information.

PLAYING CONDITIONS

It is the responsibility of the Adult House League team coach/captain, as well as the game Match Official, to inspect game and practice fields and report any hazardous conditions or other facility issues to the OSC as soon as possible.

DISCIPLINE

Discipline is administered in compliance with [Ontario Soccer's Discipline Policies](#) and is detailed out in OSC's [Discipline Policy](#). This includes policies as governed by OSC's [Fair Play Code of Conduct](#) and [Friendly Fan Policy](#).

Discipline for game-related misconduct by players and team officials are administered by an independent Ontario Soccer sanctioned discipline panel using the Ontario Soccer Discipline by Review (DBR) or Discipline by Hearing (DBH) process.

Where the Ontario Soccer policies require DBH, all parties required to attend will be given notice to attend in accordance with Ontario Soccer's policy and will be advised of their rights to see the report against them and their rights to bring witnesses and/or an advisor or to request a postponement of the hearing.

Misconduct is usually reported by the Match Official, but can also be reported through a letter of complaint to the Discipline Coordinator, which after investigation, may result in discipline charges. Any such complaint must be willing to be identified and to appear at any subsequent discipline hearing.

Please note that any discipline fees/fines incurred by OSC as the result of a player's/team's actions will be charged back to the player/team. Failure to pay will result in immediate suspension.

The Oakville Soccer Club reserves the right to take disciplinary action against any individual player and/or team that has, in the opinion of the Adult Programs Coordinator, in consultation with the Executive Director, acted in a manner deemed to be detrimental to the values of the Club. Such action includes but is not limited to game suspension, denial of access to facilities and removal of a team from the league.

Please familiarize yourself [with Ontario Soccer's Discipline Policy](#).

Discipline Committee:

- The Discipline Committee shall consist of the Chair of Discipline or his/her delegate, as chairperson, and two or more members.

Discipline Hearings:

- Discipline hearings shall be conducted in accordance with [Ontario Soccer's Discipline Policies](#).
- Dates, times and locations of discipline hearings shall be determined by the Discipline Coordinator.
- A minimum of one hearing per month shall be held during the summer outdoor playing season.

Discipline for Off-Field Offences:

- Any player or member who acts in a manner detrimental to OSC and/or in violation of the Rules & Regulations and/or OSC Policies will be subject to disciplinary action.

Discipline for On-Field Offences:

- Any player or team official ejected from a game, or who receive their third (yellow) card during the current playing season, must attend a discipline hearing as notified by OSC.

Failure to Attend Discipline Hearings:

- Any person failing to attend a discipline hearing following notification shall be suspended until he/she requests, in writing, another hearing and appears at that subsequent hearing.

Postponement of a Hearing:

- All requests for the postponement of a hearing must be submitted in writing, by email or receipted hand delivery, to OSC no later than four days prior to the date of that hearing. The request must state the reason for the postponement.

Suspensions:

- All red cards issued by a referee to a player will result in a mandatory automatic one game suspension. Players will receive confirmation of the suspension date in writing from the Discipline Coordinator. Any subsequent games added to the suspension are determined by the Discipline Committee. The initial game shall be counted towards the total games served.
- All suspensions shall take effect from the date determined by the Discipline Committee. Suspensions cannot be backdated.
- Persons suspended shall not participate in any indoor or outdoor soccer activities until their sentences have been completed.
- Any member who, with prior knowledge, allows a suspended member or player to participate in any soccer activity will be subject to the disciplinary process.

Appeals:

- Players may request a hearing to appeal a red card given to them on the field; however it must be done within three days of receiving notice of the automatic one game suspension. It must be made in writing to the Discipline Coordinator and it must be accompanied by a \$50.00 Request

for Hearing fee. Appeals may not be made after a decision has been made by the Discipline by Review process.

- Appeals of OSC discipline decisions are made to the Peel Halton Soccer Association in accordance with the Rights of Appeal which will be provided with all DBH decisions. DBR discipline decisions cannot be appealed.

Protests:

- Where protests are permitted, these are made in accordance with OSC's [Outdoor Rules](#). Protests regarding interpretation of [FIFA Laws of the Game](#), by the Match Official, will not be accepted.

Administration:

- The Discipline Coordinator shall keep records and shall communicate the decisions of the Discipline Committee to the OSC Executive, as required.

CONDUCT

OSC has clear expectations for the behaviour of all parties involved in club-sponsored soccer in the community.

Fair Play Code of Conduct

OSC's [Fair Play Code of Conduct](#) covers players, coaches and match officials. It provides the principles by which everyone associated with OSC must comply. Failure to comply may result in disciplinary action that could result in the termination of membership of a player, coach and/or team or termination of a match official.

Spectators

Spectators are subject to OSC's [Friendly Fan Policy](#) governing sideline conduct as well as by the Town of Oakville's [Town of Oakville R-Zone Policy](#). In addition, OSC follows all Municipal By-Laws. Individuals who engage in any unacceptable behaviour, as defined in this procedure, may, depending on the severity of the action, be barred immediately from the premises and if necessary, suspended for a period of time.

Consumption of Alcohol or Substances

The Oakville Soccer Club takes the behaviour of its membership very seriously and have taken steps to ensure that everyone enjoys a 'positive soccer experience'. The consumption of alcohol by its members pre or post-game on Town of Oakville grounds is expressly prohibited. Upon notification of a team consuming alcohol or substances at an OSC Adult League game by OSC or Town of Oakville staff, that team shall be expelled from the league immediately. There are no exceptions to this rule and no appeal or refund shall be granted.

Harassment Policy

OSC subscribes to the [Harassment Policy](#) as published and approved by Ontario Soccer. The Harassment Policy applies to all employees, directors, officers, volunteers, coaches, game officials, administrators, players and registrants of OSC. Those wishing to file a complaint are asked to do so directly with the

OSA. Inappropriate behaviour by match officials, coaches, players and spectators must be reported using the [Incident & Injury Report Form](#).

Right to Play Policy

The Oakville Soccer (OSC) is committed to providing a safe and inclusive environment for all players and program participants. OSC's Right to Play policy encompasses the rights afforded to all players participating in Club programs, as well as the Codes of Conduct that the Club has in place to protect youth players as well as adult players, coaches, staff, volunteers, match officials and spectators.

Violation of any of these rights or Codes of Conduct is taken very seriously by the Oakville Soccer Club, and OSC is committed to acting swiftly and appropriately in response to any complains of misconduct. Parties found to be in violation of any of the codes are subject to disciplinary measures as decided by OSC, the Peel Halton Soccer Association, Ontario Soccer, Canada Soccer and potentially the Halton Regional Police Service.

Please click here to view [Right to Play Policy](#).

Oakville Soccer Club Contacts:

Name	Title	Phone 905-849-4436	Email
Adult League			
Scott Birkbeck	Adult Programs Coordinator	Ext. 4427	sbirkbeck@oakvillesoccer.ca
Brandon Ames	Adult League Assistant	Ext. 4434	bames@oakvillesoccer.ca
Technical			
Richard Bowden	Referee Development Manager/Discipline Coordinator	Ext. 4428	rbowden@oakvillesoccer.ca
Patty Peebles	Referee Assignment Coordinator (adult)	n/a	oscreferee@gmail.com
Operations			
Victoria Jacobs	Scheduling Coordinator	Ext. 4429	vjacobs@oakvillesoccer.ca
Dianne Sporcic	Equipment Coordinator	Ext. 4430	dsporcic@oakvillesoccer.ca
Executive			
David Harris	Executive Director	Ext. 4444	dharris@oakvillesoccer.ca

HELPFUL LINKS

OSC Links

- [Adult Indoor House League Rules](#)
- [Concussion Return to Play Protocol](#)
- [Discipline Policy](#)
- [Fair Play Code of Conduct](#)
- [Friendly Fan Policy](#)
- [Field Maps](#)
- [General By-Laws](#)
- [Refund Policy](#)
- [Sponsorship Policy](#)
- [Serious Occurrence Policy](#)
- [Right to Play Policy](#)

External Links

- [Canada Soccer](#)
- [CSA Wellness to World Cup](#)
- [CSA Lightning Safety/Severe Weather Policy](#)
- [FIFA Law 4](#)
- [FIFA Laws of the Game](#)
- [Ontario Soccer](#)
- [Ontario Soccer Governing Documents](#)
- [Town of Oakville Good Neighbour Policy](#)
- [Town of Oakville R-Zone Policy](#)