


# RULES AND PROCEDURES

These rules and procedures are subject to change. New rules, policies and procedures go into effect as soon as they are enacted or at a time specified and are reviewed and ratified at the annual general meeting. Contact the state office or an executive board member if you need clarification.

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## DEFINITIONS OF TERMS

**AFFILIATION/AFFILIATED** – The process of association and continued membership of the successive associations administering soccer programs for US Soccer, USASA, and/or US Youth Soccer. The Wyoming affiliate (WSA) of US Soccer/US Youth Soccer is responsible for governing all affiliated soccer programs and clubs in the state and for collecting and forwarding national registration fees for all players registered with the leagues/clubs/teams under their jurisdiction.

**AFFILIATION, CONDITIONAL** – A minimum 12-month non-voting membership that can be revoked at any time during that period for failure to comply. The period must cover 12-months of a club's operation.

**AFFILIATED CLUB (CLUB)** – a) The association with and continued membership of a state level club that administers soccer programs for Wyoming Soccer Association. Affiliated clubs are responsible for the registration and development of players and teams**,** for collecting and forwarding registration fees and data for all players and adult volunteers who register with the club; b) has an identifiable membership of youth soccer players on whose behalf the organization conducts or engages in youth soccer activities.

**AGE DIVISION** – US Youth Soccer's method of organizing competition is by grouping players by date of birth. The youngest age division in which a team may play is determined by the age of the oldest player on the team as of August 1 of the previous seasonal year.

**AMATEUR/ADULT (SENIOR) PLAYER**– A player who is 18 years of age at the time of participation or older, registered in accordance with the rules of WSA, USASA, and a WSA affiliated club who can participate in league play, tournaments, and out of state travel events.

**AMATEUR/YOUTH** – All programs, events, competitions, clubs, associations, etc. for players who are under the age of 19 as of January 1 of the previous seasonal year.

**COMPETITIVE PLAYER** - A youth player, registered in accordance with the rules of WSA and a WSA affiliated club who can participate in league play, tournaments and out of state travel.

**COMPETITIVE TEAM** - a youth soccer team, consisting of players registered in accordance with the rules of WSA and/or its affiliated clubs that participate in approved state leagues and competitive tournaments in and out of the state of Wyoming.

**ELIGIBLE** – Registered, rostered, and not under suspension or bad standing.

**FEDERATION INTERNATIONALE DE FOOTBALL ASSOCIATION (FIFA)** – The world governing organization for soccer, headquartered in Zurich, Switzerland. FIFA is the highest authority for administration of international playing rules, international competitions, and technical and educational development programs. FIFA is sub-administered through six continental associations: Africa, Asia, CONCACAF (North, Central America and Caribbean), Europe, Oceania and South America.

**FOUL AND ABUSIVE LANGUAGE** – Verbal abuse or threats including racial, ethnic or sexual slurs whether or not directed to one or more individuals.

**GAME ROSTER** – The listing of registered players, from the official team roster, who will compete in games.

**GUEST PLAYER** – A registered player participating in a competition for a team to which the player is not rostered.; **IN-HOUSE PLAY** – Practice, play, or tournaments held between teams from one affiliated club.

**INTERPLAY** – Participation, without discrimination, of players or teams who are affiliated with an organization and are members of USSF, in tournaments hosted by other organization members of USSF.

**LEAGUE** – a) A structured group of 3 or more teams formed to provide play between those teams under a common set of administrative and competition rules. It may be composed of teams from one or more clubs; it may be defined by geographic boundaries; it may be considered a qualifying league for a state or regional championship; b) can be differentiated from another league by the rules that govern the rostering of players to each league's teams, and the different terms used to describe each league do not necessarily reflect the level of ability or talent of teams participating in the league.

**LEAGUE, IN-HOUSE** – A league composed solely of teams from the same club.

**LEAGUE, INTERCLUB** (Interleague) – A league formed and composed of developmental teams from 2 or more clubs.

**LEAGUE, INTERIM** – A temporary league composed of teams formed with properly affiliated players of high school age who are not playing on a high school soccer team.

**LEAGUE, INTERMEDIATE** – A league representing the highest level of recreational competition, composed of developmental teams whose play has surpassed that of most other in-house and interclub teams. All teams must be intact recreational teams, formed in the usual recreational manner, without tryouts or any other selection process intended to strengthen the team.

**LEAGUE, STATE** – A league composed of teams participating at higher levels of competition.

**NATIONAL COACHING PROGRAM** – A program developed and administered by USSF/USASA/USYS for training coaches at all levels of soccer in the United States. The program also provides national licensing and registration of advanced coaches as well as guidelines for training and licensing of entry-level coaches.

**NON-AFFILIATED** – Soccer players, coaches, or officials who have not completed the registration process of a USYS organization member or WSA affiliated club or are subject to United States Soccer Federation (Federation) suspension.

**MEMBER** – Properly affiliated club including its soccer players, coaches, trainers, managers, administrators, or officials who has completed the registration process of a USASA and/or USYS/WSA affiliated club and is not subject to United States Soccer Federation (Federation) suspension.

**MEMBERSHIP CARD** – Proof of official membership in USASA/USYS and WSA and its affiliated clubs and implies that the state association and club named on the card approves of the member's activities and assures the protections of membership.

**PHYSICAL LOCATION** – Where an affiliated club has been given authorization, from the proper authority(ies), to use appropriate fields for its teams to practice and play games.

**PRIMARY TEAM** – A team of an affiliated club that a registered member has committed to, been rostered to or that is a team located in the town in which a player attends school.

**RECREATIONAL** – A team that is formed without the use of tryouts or any other selection process designed to strengthen the team and where each player on a team plays at least 50% of each game.

**RECREATIONAL PLAYER -** A youth player, registered in accordance with the rules of WSA and an affiliated club, who does not travel out of the state or participates in competitive tournaments.

**RECRUITING** – The process of attracting players to join a team.

**RECRUITING, IMPROPER (Poaching)** – Any attempt to attract players to join a team using any method that violates WSA recruitment rules.

**REGISTERED**- intent to play soccer and having the fees to become a member of WSA and USYS or USASA.

**ROSTERED:** A properly registered and approved player, coach or assistant coach who has been assigned to a club's team(s) is therefore listed on the official team roster and is eligible to be listed on a game roster.

**SANCTION** – The authorization extended by WSA or one of its affiliates to conduct an official competition.

**SEASON, LEAGUE** – The period of time designated for the scheduled competitions of a league.

**SEASONAL YEAR** – As established by US Soccer, it extends from August 1 of a given calendar year through July 31 of the following calendar year.

**SECONDARY TEAM** – A team of an affiliated club that a registered member has been rostered for participation in a special, non-league event; is not eligible for participation in the state championship; can be a select team.

**SMALL-SIDED GAME** – A game where each team is limited to fewer than 11 players and plays following the US Youth Soccer recommended rules.

**STATE OFFICE** – The administrative/business office of Wyoming Soccer Association

**TEAM PERSONNEL** – Any coach, manager, or other team official who is or appears to be in charge of a team.

**TEAM ROSTER** – A listing of all registered players who are eligible to play and be listed on a game roster.

**TEAM, ADVANCED or SELECT** – A team composed of players selected by a tryout process. Its members may or may not be from a defined geographic area.

**TEAM, COED** – A team composed of male and female players; is considered a boys' team.

**TEAM, DEVELOPMENTAL –** A team composed of players not selected by a tryout process and generally formed within defined geographical (neighborhood) areas. Emphasis is on participation by all players and small-sided games for younger players.

**TEAM, TOURNAMENT –** A team formed for the sole purpose of attending out-of-state USSF/US Youth Soccer sanctioned tournaments and college showcases. Such teams can be comprised of registered players, in good standing, from multiple WSA affiliated club teams (intraclub team) and/or affiliated clubs (interclub teams) in age divisions U12 – U19; are secondary teams.

**UNITED STATES ADULT SOCCER ASSOCIATION (USASA) –** The division of US Soccer that governs adult (senior) soccer.

**UNITED STATES OLYMPIC COMMITTEE (USOC) –** The national governing body for selecting and developing Olympic athletes and teams for Olympic competitions.

**UNITED STATES SOCCER FEDERATION (Federation) –** The national governing organization for soccer in the United States, the Federation is affiliated with FIFA and is recognized by the United States Olympic Committee.

**US YOUTH SOCCER (USYS) –** The division of US Soccer that governs youth soccer.

**US YOUTH SOCCER OLYMPIC DEVELOPMENT PROGRAM (US YOUTH SOCCER ODP) –** A program under the jurisdiction of the United States Olympic Committee (USOC). The USOC has authorized the United States Soccer Federation (USSF) to conduct this program for the sport of soccer for the USOC. USSF has approved and authorized the US Youth Soccer Olympic Development Program (ODP).

**WYOMING SOCCER ASSOCIATION (WSA) –** The Wyoming state affiliate of US Youth Soccer and US Adult Soccer Association.

## SOURCE

These Rules and Procedures are established, reviewed, and published at intervals by the Wyoming Soccer Association (WSA) Board of Directors, and are subject to change by that board. Unless otherwise specified, changes in these rules take effect immediately.

## MISSION STATEMENT

The Wyoming Soccer Association creates a safe, supportive, and conducive environment that drives soccer development and healthy lifestyles for all Wyoming participants, while always ensuring fun, integrity, and respect for all.

## 1) GENERAL PROVISIONS

a) These rules shall govern all members of Wyoming Soccer Association (WSA), except as provided by paragraph 1c. All competitions sanctioned by WSA shall be governed by these rules unless the rules of a specific competition, as approved in advance by the WSA Board of Directors, provide otherwise.

b) Each affiliated club (club) is responsible for ensuring that its players, coaches, managers, team representatives, and supporters adhere to these rules. Each club shall ensure that the actions of all associated individuals, on and off the field, do not bring WSA into disrepute.

c) Clubs may adopt rules and procedures that differ from these rules for purposes of in-house play.

d) WSA reserves the right to accept or reject any applying club if WSA, at its sole discretion, determines that the acceptance of that club would be either advantageous or detrimental to WSA or its mission.

e) Prior to participation in any sanctioned WSA practice, tournament or league play each club's teams and/or players shall have paid the required registration and other fees. All players, or a minor player's guardian, will have signed a consent for medical treatment and a release from liability.

f) In a timely manner, during each season, each club, using the designated registration system or process, shall submit or update the club's member registration data and pay the appropriate registration fees.

g) Every soccer year each club shall designate an official club registrar who shall be responsible for the proper registration of a club's players, teams, coaches, and club officials, verifying proof of age, approving and signing as valid all membership cards and rosters, approving player requests, proper maintenance and disposal of proof of age documents, records maintenance, proper accounting of fiscal transactions, and accurate reporting to WSA. All requests submitted by the official club registrar will be considered valid, unless the request is in violation of USASA/USSF/USYS/WSA rules and procedures.

h) By the start of each soccer year and no later than September 15, each club president shall assure that the Yearly Affiliation and Board/Club Update, which includes the Official Club Registrar Authorization, is completed and submitted to the state office by the deadline. Payment of the affiliation fee is required with the submission of the form, either paid with a credit card or other type of electronic payment. Upon acceptance of the annual affiliation form by WSA, the club must be in good standing with WSA, which shall be defined as:

   i. Not indebted to WSA for any invoices or fees older than 90 days and who is not under investigation by the WSA Disciplinary Committee for any reason.

   ii. Not dropping below the minimum affiliation requirement to maintain multiple active teams across different age divisions and genders for more than one seasonal year.Each club shall register for each "season", as defined in each club's bylaws or rules and policies, on or before any dates prescribed by WSA, all of its players, coaches, assistant coaches, and team volunteers. Registration deadlines shall be established from time to time by WSA and shall be communicated to the membership at least 30 (thirty) days prior to said deadline date.

i) Unless a coed division is specified, a coed team shall be considered a boys' team.

j) USSF certified referees shall be assigned, using whenever possible certified assignors, to WSA sanctioned events, games, and the Wyoming Cup.

k) Each club, registered player, coach, assistant coach, club coach, and adult volunteer participating in WSA sanctioned competition shall follow these rules and procedures, which govern all clubs and their participants.

## 2) NEW CLUB AFFILIATION

a) Applying clubs are to submit the following:

i) The data collection form, the non-refundable application processing fee and the initial membership affiliation fee. The affiliation fee is returned if the club is not granted conditional affiliation

ii) A copy of its Articles of Incorporation, Bylaws, and proof of nonprofit corporation status.

b) Provide for review a copy of the organization's bylaws, which have been developed within the guidelines set by WSA, United States Adult Soccer Association, US Youth Soccer, the US Soccer Federation, and the state of Wyoming, and will include:

i) The name of the club, its purpose and mission and rules of order.

ii) Its affiliation with WSA, USASA, US Youth Soccer, and the US Soccer Federation

iii) A statement of non-discrimination and equal opportunity

iv) Membership eligibility, how members are admitted, which members are eligible to vote

v) A statement that the club is managed by a board of directors, all of whom are elected by the voting membership; all of whom may be removed by the voting membership

vi) Which positions make up the officers/board of directors; 3 positions minimum/4 recommended
*WSA recommends that the position of club registrar be an appointed, non-voting position.

vii) The title and duties of each director/officer

viii) The term length of each office for board members and officers, which is not to exceed 2 years

ix) When the annual general meeting (AGM) is held and who is eligible to vote

x) At minimum, the requirement of one meeting per quarter

xi) A conflict of interest statement and whistle blower policy

xii) A statement that minutes will be kept for all board meetings and will be available to the public

xiii) The fiscal year, seasonal year and financial operations

xiv) Grievance, protest and appeals process, and language

xv) Dissolution plan for the club along with asset distribution

c) Organization's rules and policies that should include:

i) Rules of play

ii) Player tryout and selection process; tryouts must comply with WSA's rule on tryouts, recruiting and poaching.

iii) Structure of teams and/or leagues, which shall include multiple active teams across different age divisions and genders.

iv) Coach expectations and qualifications and, if needed, required licenses

v) Standards of conduct for officers, players, coaches, volunteers and parents

vi) Disciplinary and hearing procedures

vii) Field safety, registration, and risk management policies

viii) Other policies and procedures as needed to operate the organization in accordance with its constitution and/or bylaws

d) A board of directors must be formed. The board's duty will be to uphold the WSA bylaws and rules and policies and the bylaws and rules and policies of the applying club. At a minimum, the board shall consist of a president, a secretary and a treasurer; a vice-president is recommended.

e) Upon the granting of conditional affiliation, a club registrar who understands WSA's rules and policies for registering players and coaches, has the ability to learn the WSA registration software and will have consistent access to the tools needed to complete his/her tasks, must be named.

f) Adherence to WSA rules regarding *Tryouts, Recruiting and Poaching* is required. Reports of violation will be investigated and can result in the immediate revocation of conditional affiliation.

g) Maintain good standing through a clean record of adherence to all rules and policies of WSA, timely payment of all monies due WSA, its programs or affiliates, including the yearly association fee.

h) At any time during the conditional affiliation period, the WSA membership committee can meet to discuss matters related to any club discipline and incident reports, rules and policies, club growth, member integrity, adherence to WSA rules, policies and procedures, or other matters related to the club's operations.

i) Conditional affiliation will be granted to an applying club no more than 1 (one) time every 24-months.

**Conditional Affiliation and Approval**

a) A complete application is reviewed for compliance by the WSA Membership Committee; this review process can take from 4 – 6 weeks.

b) Based on the stated purpose and goals of the club along with its stated physical location, the membership committee can grant conditional affiliation and require adherence to either a or b of the following:

i) If located in a Wyoming town with a WSA affiliated club in good standing, the applying club must provide appreciably different player opportunities, participation goals, and/or training; i.e. the new club could be a TOPSoccer club if the existing club is a competitive club.

ii) If located in a Wyoming town that does not have a WSA affiliated club the conditional club must demonstrate growth that adheres to the club's stated purpose and goals along with WSA's mission statement. This can include such things as team participation in league or tournaments, verifiable team rankings, success and advancement of players, quality of coaching staff.

c) Conditional affiliation is granted by the WSA Membership Committee to coincide with the start of a new soccer season; such affiliation is then ratified by the board of directors at the next regularly scheduled meeting.

**3) AGE LIMITS**

a) All sanctioned competitions, unless otherwise approved in advance by WSA, shall divide play among teams by age divisions as posted each seasonal year on the WSA website.

b) The age group limitations apply to members when they participate in interclub or other WSA sanctioned competition, unless that competition is specifically a recreational event.

c) A club may move players up to older age division teams by no more than 2 (two) years beyond the player's proper birth date age division.

d) No player may "play down" on a team.

e) With the exception of players in the 15U to 19U age category who participate in the youth programs, in order for a player/players to play up 3 (three) years or more, the player's parents/guardians will be required to complete and submit an additional Accident Waiver and Release of Liability before the child can participate. This form MUST be completed two weeks in advance of any participation.

f) A player's age group will be determined by the age the player will turn during the year the seasonal year (as defined in the 'Definitions of Terms' section of this document) ends.

g) Official proof of age shall consist of a birth certificate or birth registration issued by an appropriate governmental agency, board of health records, passport, alien registration card issued by the United States government, a certificate issued by the Immigration and Naturalization Service attesting to age, or a certification of an American citizen born abroad issued by the appropriate government agency.

h) Hospital, baptismal, or religious certificates cannot be accepted as official proof of age documents.

i) Official proof-of-age documents in a foreign language must have an English translation attached. Translations may be provided by anyone recognized as a translator by Wyoming Soccer Association.

j) If a team coach suspects that the age of player, as stated on the membership card and the roster, is incorrect *and* the club has not received special permission to roster the player to the team in question, proof of age can be requested following the game.

i) The request for Proof of Age must be submitted to the state office, along with $20 within 24 hours of the event.

ii) If the player's stated age is determined to be incorrect sanctions, as determined by a WSA disciplinary committee, will be imposed.

k) Foreign born players, including international students, who have entered the United States and want to play amateur youth soccer, must fulfill certain criteria as determined by the Federation and FIFA. Please contact the state office for assistance.

l) Adult player – the age group is defined as a 19U and older player. No one under the age of 19U will be allowed to participate in the adult programs unless they are 18 years of age at the time of participation.

**4) PLAYER, COACH AND TEAM VOLUNTEER REGISTRATION**

All coaches and team volunteers must meet all requirements as outlined in the WSA Risk Management Program (Rule 34), and all registered adult players with WSA must follow the requirements for SafeSport as outlined in the WSA Risk Management Program (Rule 34, Section d:4).

a) Registration of a youth player involves completing the registration process of a WSA affiliated club that will include the legal signing of a release from liability, consent for medical treatment, and payment of a registration fee; the minimum fee being the player registration fee required by WSA. These are to be signed by hand or electronically by a parent/guardian if the player is a minor.

b) Registration of an adult player involves completing the registration process of a WSA affiliated club that will include the legal signing of a release of liability, consent for medical treatment and payment of registration fee: the minimum fee being the player registration fee required by WSA. These are the be signed by hand or electronically. A parent or guardian may sign the liability if needed.

c) Registration of a coach, assistant coach, club coach or other adult (team personnel) who will be in direct contact with youth players involves completing a registration process with a WSA affiliated club that will include the legal signing, either by hand or electronically, of a release from liability, a background information disclosure and authorization for a background check.

d) Finalization of registration requires each club to submit for approval all players, team personnel, and team coaches who will be participating in WSA sanctioned practices, games, tournaments, or Wyoming Cup using the WSA designated registration system.

e) Each approved, properly registered and rostered player and coach shall receive a USYS/WSA membership card, with a current photograph (head shot) of the member affixed and is signed and approved by the authorized club registrar or designee (except as set forth in 4g).

f) Adult players participating in any in-house or recreational program may be issued a USASA/WSA membership card. A player who is 18 years of age or older at the time of

participation and has been issued a USASA card cannot participate in a USYS/WSA event. They must pay the adult fee and be rostered to a club team.

g) Players and coaches who participate solelyin in-house/recreational competition are not to be issued a USYS/WSA membership card.
h) Any in-house/recreational player and/or coach who wants to participate in sanctioned, non in-house/recreational competition must pay an upgrade fee and be rostered to a club's team(s) before obtaining a USASA or USYS membership card as described in 4d above.
i) Clubs, only when set forth in their bylaws and/or rules and policies may register, but not roster to a team, and provide to a player a USASA/WSA or USYS/WSA membership card. This card may not list a team and must have on the card the words GUEST PLAYER and the player's true age group.
j) Clubs, as set forth in their bylaws and/or rules and policies may determine ownership of the USASA/WSA or USYS/WSA membership card.
k) On a case by case basis, approval may be given for youth players to directly register with WSA, in the manner determined by the state registrar for a fee as determined by the board of directors.
    i) Will be for GUEST PLAYER status, as defined in these rules and procedures.
    ii) Will require verification from the player's home club, which will consist of no less than an email from the player's home club president stating the reason(s) the player cannot register directly with their home club.

**5) TOURNAMENT TEAMS AND WYOMING 307 SELECT**

WSA allows its affiliated clubs to form tournament teams, only with permission of WSA, and as defined in these rules and procedures.

a) Players participate on such teams only as secondary players with the understanding that their primary club team is not attending the same events and/or their primary club team will not be impacted negatively by the loss of the member.
b) For the convenience of its affiliated clubs, WSA can manage tournament teams; in such cases those teams shall be known as Wyoming 307 Select Teams.
c) Management of a Wyoming 307 Select team shall require:
    i) The team's coaches will have completed the WSA coach registration process (3b) even if they have completed the same process with another WSA affiliated club;
    ii) All players will be registered and in good standing with a WSA affiliated club and must remain in good standing to continue to be eligible to participate in the Wyoming 307 Select Program.
    iii) No guest players will be permitted to play on Wyoming 307 Select teams.
d) The state registrar or assistant will be the authorized registrar for Wyoming 307 Select teams; membership cards remain the property of WSA.
e) See the Wyoming 307 Select Rules Manual for complete rules.
f) Player and team personnel registration shall be completed in the manner required by the State Office. The State Office is not obligated to accept registration requests or data that is submitted in another manner.

**6) INSURANCE**

a) When participating in WSA sanctioned activities, all properly registered Members are provided secondary medical insurance and coverage under a primary general liability policy for bodily injury or property damage to spectators, game participants, and to members of the general public. Contact the State Office or WSA web site for coverage details and medical claim submission.
b) All known potentially significant injuries shall be reported to WSA, in the manner requested, by the coach or association as applicable for league, in-house play, or other sanctioned event.
c) All injury claims against the medical insurance program shall be reported to WSA within 90 days of the occurrence of the injury on the proper insurance claim form. Forms are available from local clubs, the State Office, or the WSA web site.
d) For approval of claims for injuries that occurred during participation or travel to any event out of USYS Region IV, a properly executed notification of travel must have been submitted, using the process and within the timelines established by the State Office. See Section 17.

**7) PLAY DURING THE WYOMING HIGH SCHOOL SEASON**

a) A player who is a member of a Wyoming high school soccer team shall comply with all applicable Wyoming High School Activities Association (WHSAA) rules. Contact WHSSA, 731 E. 2nd St., Casper, WY 82601. Office phone is (307) 577-0614; fax is (307) 577-0637; www.whsaa.org
b) A player who is a member of a high school soccer team may participate in US Youth Soccer WSA ODP training events during the high school soccer season only with the appropriate written approval from the player's high school team coach. This request and approval must comply with current WHSAA rules.
c) A player who is not a member of a high school soccer team may play in an interim league during the high school season. A player participating in such a league will return to his/her primary team for the regular Wyoming Club season. Neither the player nor the primary team shall be in violation of drop and/or transfer rules.

**8) PLAYER ELIGIBILITY -** Adds, Drops, Releases, Transfers and Guest Play

a) Rules governing rosters and players for competition leading to the Wyoming Cup State Championship supersede WSA rules as outlined in this section.

b) Only after approval from the state registrar may a player register with more than one WSA affiliated club (dual membership). Participation on WYO 307 teams, WSA ODP, tournament teams, or participation as a guest player shall not be a violation of this rule.

c) A player with dual membership can only be rostered for play on one team for one club during any WSA sanctioned event. A dual membership player must state his/her primary club and primary team as part of the request for dual membership. In the event a player is rostered on more than one team that is qualified and participating in Wyoming Cup and Championships, the player will be bound to their primary team for Wyoming Cup & Championships. If a dual registered player's primary team is not participating in Wyoming Cup and Championships, a player may play with their secondary club team. Guest players are not permitted at Wyoming Cup & Championships.

d) If a player's primary team is playing in a sanctioned game, tournament, or league matches during the same time as the team requesting them as a guest player, they are bound to represent their primary team/club.

e) Once an official team roster has been approved by the authorized club registrar, each player rostered to that team is bound to that team for the club's entire season, either fall or spring or both, per the club's rules and policies; unless the player is multi-rostered, moves, or transfers to another team or club, or the player is dropped as provided below.

f) A club may add an unlimited number of newly registered players to its team rosters in a given age group throughout the seasonal year, as long as the team roster does not exceed WSA's maximum team roster sizes.

g) Dropping a player from a team against his/her will is prohibited unless the club's DOC or team head coach can show cause.

h) Release and Transfer of a player shall be defined as adding a USASA/WSA or USYS/WSA rostered player, from one club to another club's team roster. A team shall be limited to a total of 5 (five) transferred players per seasonal year. The following exceptions exist:
    i) Movement of players among teams of a single club shall not count as a transfer.
    ii) Participation as a guest player, where permitted by the rules of a specific competition, and with proper authorization, is not a transfer.
    iii) Players rostered to a team that officially disbands prior, as confirmed by the official club registrar, are non-rostered players. Such non-rostered players may be added to existing teams without being considered a transferred or previously rostered player.

i) All requests for release and transfer of a player from one club/club's team to another club/club's team shall be submitted to WSA in the manner specified by the state office, can be electronic, and shall contain the following:
    (1) Agreement/signature of the player.
    (2) Agreement/signature of a parent/guardian of the player if the player is under 18 years of age.
    (3) Agreement/signature of the releasing club and the accepting club, or a letter of authorization from each club's Board President.

j) All requests to release a player from a club's team during a qualifying league season shall be submitted to WSA in the manner specified by the state office, can be electronic, and shall contain the following:
    i) Agreement/signature of the player.
    ii) Agreement/signature of a parent/guardian of the player if the player is under 18 years of age.
    iii) Agreement/signature of the releasing team coach or a letter of authorization from the club's Board President.

k) In the event the releasing club registrar fails to approve appropriate requests, such failure may be protested to the WSA's Protest and Appeals Committee. The following, while not exclusive, are valid reasons for not releasing a player during the seasonal year.
    i) When the player individually or as part of a group of players requesting release would leave the releasing club or team with an insufficient number of healthy players to field a team.
    ii) When the player was illegally recruited as determined by the Disciplinary Committee.
    iii) When the player is indebted to the releasing team and/or club (money, uniforms, and other tangible goods).

l) A fee, as determined by WSA, may be charged for each player released and/or transferred.

*m)* Each club, through its coaches and/or board (administrators) can, based on their own judgment and the

rules of the club, determine whether or not a player(s) should be added to or removed from its teams. It is also the responsibility of each club to manage its teams in the best interest of the players and the teams' development. Any matters that arise with players, parents, guardians, coaches or other adults regarding player movement within the scope of this policy *is the sole responsibility of the club.*

**9) US YOUTH SOCCER/WSA OLYMPIC DEVELOPMENT PROGRAM (US YOUTH SOCCER ODP)**

a) The operation of US Youth Soccer/WSA ODP (WSA ODP) is vested with the WSA Board of Directors and is under the supervision of the WSA ODP Program Administrator and WSA Technical Director. Program details and player eligibility are posted on the WSA web site and updated yearly.
b) The US Youth Soccer ODP is a program for youth soccer players under 19 years of age (as defined by its bylaws). It is open to all players regardless of race, color, creed, sex, national origin, or affiliation. Players cannot play below their age group.
c) The US Youth Soccer ODP is conducted by US Youth Soccer and receives substantial funding from US Youth Soccer and is to be carried out in accordance with the bylaws, policies, procedures, and directions established by US Youth Soccer, its regions, and US Youth Soccer State Associations.
d) Participation in WSA ODP is open to any youth player, regardless of affiliation (or lack thereof) as long as the proper fees are paid and the player is within the program age groups.
e) Unaffiliated players registering to participate in WSA ODP can be charged administrative fees, the amount of which will be determined at the WSA/WSA ODP yearly budgetmeeting.
f) Registration for the WSA ODP program by non-affiliated youth players limits the player to participation in US Youth Soccer sanctioned ODP events only.
g) Players wishing to be evaluated for WSA ODP may only do so and be selected for the program through the State Association of which the player resides.
h) Players may request written permission to try out for the Olympic Development Program of another State Association. To be eligible to try out in another State Association, the player must receive written permission from:
    i) the State Association where the player resides; and
    ii) the State Association where the player wishes to try out.
i) A player may only try out for the Olympic Development Program in one State Association.
j) A player is responsible for all Olympic Development Program fees of the State Association in which the player tries out.

**10) UNITED STATES ADULT SOCCER ASSOCIATION (USASA)**

a) The operation of the adult program is vested with the WSA Board of Directors and is under the supervision of WSA and is open to any adult player (18 years of age at the time of participation & older) regardless of race, color, creed, sex, national origin, or affiliation. Play is in accordance with USSF LAWS OF THE GAME unless modified rules are specified.

**11) RECRUITING AND POACHING**

a) Neither WSA nor any affiliated club or team, through its coaching staff, players, parents or guardians, responsible officers or any other representative, is permitted to induce or request or assist an actively registered USASA/WSA or USYS/WSA player to leave his/her team or club to transfer to and play with another WSA affiliated club or team. This is considered poaching and such allegations shall be subject to an inquiry and possible hearing by the WSA Disciplinary Committee. Except for a club that is in the period of
"conditional affiliation" the Disciplinary Committee, in accordance with the provisions of section 21 and 22 shall set penalties for violation of this rule.
b) It is illegal to recruit or attempt to recruit any player or the player's parents/guardians with offers of material goods, gifts, money, free trips, scholarships, additional or advanced playing opportunities or opportunities for recognition or exposure to situations which could result in future benefits.
c) Ethics and Responsibility in Recruiting
    i) It is unacceptable to recruit player(s) while they are registered to another club or team.
    ii) Coaches and team representatives shall strictly adhere to WSA rules pertaining to recruitment.
    iii) It is unacceptable for a player to be recruited or enticed from the WSA 307 Select/ODP setting, either by his WSA 307 Select and/or ODP coach or any other coach, manager, parent, or team representative.
    iv) Each coach shall be forthright and refrain from making derogatory remarks regarding other coaches, teams, and organizations when discussing the advantages of his/her organization.
    v) It is unacceptable for any coach to make a statement to a prospective athlete that cannot be fulfilled.
d) Reports of illegal or unacceptable recruiting are to be submitted in writing to WSA. Allegations of illegal or unacceptable recruiting are serious and must be based on concrete facts not hearsay and innuendo. Such allegations shall be subject to an inquiry and possible hearing by the WSA Disciplinary Committee. Except

for a club that is in the period of "conditional affiliation" the disciplinary committee, in accordance with the provisions of section 21 and 22 shall set penalties for violation of this rule.

**RULES OF PLAY – MODIFICATIONS TO LAWS OF THE GAME: WSA AND WSA SANCTIONED COMPETITIONS**

All WSA sanctioned competitions shall be played in accordance with the most current FIFA Laws of the Game and the modifications noted within these rules.

**12) LAW I – THE FIELD OF PLAY**

a) In all games, the team listed first on the official game schedule shall be designated as the home team.
b) Dimensions shall be modified to comply with the short-sided format.
c) The club in the town where games are scheduled shall be responsible for the condition of the grounds, field markings, and proper equipment. Corner flags not conforming to Law I are forbidden.
d) During the play of any game, all members of a team not on the field of play shall remain in their designated team area and behind any drawn spectator line or at least 5 (five) feet from the touch line, with the specific exceptions of players warming up prior to impending substitution.
    (1) Where field space permits, teams will be on the opposite side of the field from each other; coaches and players will be positioned behind the assistant referee for their side. Guests will be on the same side of the field as their respective teams.
        a. When teams are located on opposite sides of the field, the team's area shall extend starting ten (10) yards from the halfway line for a distance of twenty (20) yards towards the appropriate goal.
        b. Spectators' area will commence ten (10) yards opposite their team and extend to the touch line opposite their respective team.
    (2) In the event field space does not allow, and both teams are on the same side of the field, each team's area shall commence ten (10) yards from the halfway line and shall extend for a distance of twenty (20) yards towards the appropriate goal line. When a fourth official has been appointed, both teams shall be on the same side of the field.
        a. When both teams are on the same side of the field, the home team shall occupy the team area nearest the north or west goal line.
    (3) If no friendly accord is reached on the choice of each team's area, and:
    (4) If the teams wish to be on opposite sides of the field, the home team shall occupy the team area on the north or west side of the field.
e) All spectators shall remain at least 5 (five) feet from touchlines or goal lines unless spectator lines establish a different distance. No person shall be permitted behind the goal-areas unless seated in bleachers.

**13) LAW II – THE BALL**

a) Each team shall supply the referee with one or more suitable balls, properly inflated and in good condition. The referee shall choose the ball to be used in the game.
b) Teams shall use balls as follows:

| DIVISION | BALL SIZE |
|---|---|
| 8U and younger | #3 |
| 9U through 12U | #4 |
| 13U and older | #5 |

**14) LAW III – NUMBER OF PLAYERS/SUBSTITUTIONS**

a) Recreational players shall normally play at least 50% (fifty percent) of each game.
b) Unlimited substitutions by either team may be made, with permission of the referee, during any stoppage in play.
c) 6U through 12U players shall play modified games, with number of players as follows:

| DIVISION | NUMBER OF PLAYERS | MAX ROSTER SIZE |
|---|---|---|
| 6U | 3, no goalie | 6 |
| 8U | 4, no goalie | 8 |
| 10U | 7, w/goalie | 12 |
| 12U | 9, w/goalie | 16 |

**15) LAW IV – PLAYERS' EQUIPMENT**

a) The following items are not permitted:
   i) Hair control devices with any hard parts
   ii) Jewelry of any sort, including earrings of any kind regardless of covering.

b) The following items are CONDITIONALLY permitted:
   i) Religious medals or medical tags that are taped to the body.
   ii) Splints, casts, braces, or other joint support devices which, in the referee's opinion, are not inherently dangerous or are padded with pliable materials to eliminate a dangerous condition.
   iii) Goalkeeper hat with soft pliable brim for shielding eyes from direct sunlight.
   iv) Failure of the referee to notice illegal equipment shall not be cause for protest.

c) All players shall wear shin guards. Knee-high stockings shall be worn over and shall cover the shin guards.

d) All field players on a team shall wear similar color jerseys, similar color shorts, and similar color stockings. A legible non-duplicate number on the back of each jersey is required. Players and substitutes shall not change numbers or remove their jerseys prior to the completion of the game without specific permission of the referee. The color of a team's jersey may be different from the color of the team's shorts and/or stockings.

e) Only undergarments that are the same color as the uniform shorts may extend below the bottom of the uniform shorts. Such undergarments shall not extend farther than the top of the player's knee. No other undergarments may extend below the bottom of a player's uniform shorts.

f) Any players not in compliance with these provisions after play begins shall adjust their equipment at the next stoppage of play.

g) Goalkeepers may wear long trousers as they see fit. In cold weather, any player may wear leotards or warm-ups, sweat suits, or similar trousers, the legs of which extend below the player's knee.

h) At each game, both teams shall be able to make a change of jersey color.

i) If both teams are wearing similar color uniforms, the home team shall be required to change jerseys. Either team's goalkeeper shall change their jersey as the referee directs regardless of home/visitor status.

j) All players starting each half or entering the field as substitutes shall have their jerseys fully tucked into their shorts. Unless adverse weather conditions exist, the wearing oflong sleeve shirts under short sleeve jerseys is prohibited.

**16) LAW V – REFEREES**

a) Only the diagonal system of control (one whistle only) shall be used. If there are only two registered officials, one shall referee and the other shall be an assistant referee. If available, non-registered volunteers may serve as club linesmen.

b) Each team must submit the following to the Referee, at least 30 minutes prior to each match. ALL CREDENTIAL VERIFICATION MUST BE COMPLETED BY THE START OF THE MATCH.

i) A USYS laminated pass issued by WSA for each rostered player and coach. Each pass must have a recent picture and appropriate registrar signature.

ii) Three (3) official WSL GOLD DIVISION, WSL SILVER DIVISION, RECFEST rosters for the team with jersey number for each player. A copy is for the official (to keep for any future game reports), the opponent, and your own team copy. Each roster should have players NOT playing in the game clearly marked. Rosters of 22 should ONLY have 18 eligible players and all players not playing should be clearly marked out.

iii) A properly signed medical release form for each rostered player, which will remain in the possession of the coach or team manager. (Not required by Referee at check in but team must have its own in its possession.)

iv) Failure to present items a & b will cause dismissal of players or forfeiture of the entire match.

v) Administrative errors that cause forfeiture of the current game will be limited to that game.

vi) Digital player cards and rosters may be used when they have been approved by the State Administrator.

c) In WSA sanctioned events, at the completion of each game the referee shall:
   i) Record the identity and details of the offense of any participant who has been cautioned or sent off or has committed equivalent misconduct prior to, during, or after the completion of the game.
   ii) Retain the USYS member pass of any participant who has been sent off or has committed equivalent misconduct.
   iii) Return the rosters and remaining passes to the appropriate team representatives.
   iv) Accurately complete the game report, including the full name of each official and mail or deliver it to the Wyoming Soccer Association within 72 hours, or as required by the competition authority.

Full details on all misconduct shall be accurately described in the report or on a supplemental sheet accompanying the report.

v) Deliver or mail any USYS member passes retained for misconduct with the game report.

vi) Be available to explain or clarify incidents described in the game report in writing and/or in person at an official hearing.

vii) If the referee's report is not received by Wyoming Soccer Association within 7 (seven) calendar days of the game date or is lacking crucial information, the referee shall not be paid for future games.

d) In WSA sanctioned competitions, if a scheduled game is not played, the referee shall submit a game report and state the reasons for not playing the game.

e) In WSA sanctioned competitions, if a scheduled game is not played due to lack of a referee, the coach shall submit a report, in writing, to the Wyoming Soccer Association.

f) The referee's judgment with regard to the fitness of the field for play shall be final. Exception: Club officials or other persons who hold park or field permits and/or have responsibility for field condition may close the field to play.

g) Disruptive behavior from the boundary lines by coaches or spectators is prohibited and will be regarded as ungentlemanly conduct warranting a report of misconduct equivalent to a caution and, if continued, a sendoff. Tactical coaching from the boundary lines is permitted but must be done in a manner that is not disruptive to the game.

h) In interclub play, the referee shall not retain the USYS member pass of a participant who has been sent off or who has committed equivalent misconduct, but shall notify the home club, which shall take such disciplinary action against the participant as it shall deem appropriate. If the participant was affiliated with a visiting club, the home club shall notify the visiting club, and the visiting club shall take appropriate disciplinary action against the participant, as it shall deem appropriate.

i) In interclub play, the referee shall return the rosters and all USYS member passes to the appropriate team representative and, after accurately completing the game report, return it to the home club.

j) Referees shall, prior to each match, check the credentials of every player and coach participating in the match. Players and coaches not properly credentialed by being on the team roster and having a player or coach pass card shall not participate in the match. If no coaches are present with proper credentials for a team, that team shall forfeit the match. This rule does not apply where teams and players are not required to present credentials, such as in recreational matches.

**17) LAW VI - ASSISTANT REFEREES**

a) No Modifications – See complete details of above referenced law as outlined by the U.S. Soccer Federation (USSF) here.

**18) LAW VII - DURATION OF THE GAME**

| DIVISION | GAME DURATION | OVERTIME | HALFTIME DURATION |
|---|---|---|---|
| Adult 19U+ | 2 – 45-minute halves | 2 - 15-minute halves | 15 minutes |
| 17U - 19U | 2 - 45-minute halves | 2 - 15-minute halves | 15 minutes |
| 15U/16U | 2 - 40-minute halves | 2 - 10-minute halves | 10 minutes |
| 13U/14U | 2 - 35-minute halves | 2 - 10-minute halves | 10 minutes |
| 11U/12U | 2 - 30-minute halves | 2 - 10-minute halves | 5 minutes |
| 9U/10U | 2 - 25-minute halves | 2 – 5-minute halves | 5 minutes |
| 7U/8U | 2 - 20-minute halves | None | 5 minutes |
| 6U - younger | 4-8-minute quarters | None | 5 minutes |

a) There will be no overtime play for games during the regularly scheduled league season.

b) Unless modified rules specify, game duration will be as above.

c) It is recommended that WSA sanctioned events follow the above outlined standards or the WSA standards outlined in our published Chart of Standards.

**19) LAW VIII – THE START OF PLAY; LAW IX – BALLS IN AND OUT OF PLAY; LAW X – METHOD OF SCORING; LAW XI – OFF-SIDES; LAW XII – FOULS AND MISCONDUCT**

a) No Modifications – See complete details of above referenced laws as outlined by the U.S. Soccer Federation (USSF) here.

**20) LAW XIII – FREE KICK; LAW XIV – PENALTY KICK; LAW XV – THROW-IN; LAW XVI – GOAL KICK; LAW XVII – CORNER KICK**

a) As modified for small-sided games.

**21) DIVISION SPECIFIC RULES**

**a) 8U Rules**

i) Intentional heading will result in an in-direct free kick to the opposing team from the spot of the infraction.

ii) All free kicks are indirect. This includes the kickoff, goal kicks, and corner kicks.

iii) Goal kicks and corner kicks shall be taken in the general vicinity of the respective goal or corner.

iv) No goal keepers. The restart for handling is an indirect free kick where the offense occurred.

v) Incorrect throw-ins will have a "redo" with explanation.

vi) No Cards will be given. The referee will use "Teachable Moments" within the game to promote the rules, sportsmanship, and fair play.

**b) 10U Rules**

(1) Intentional heading will result in an indirect free kick to the opposing team.
(2) Kick Off, Corners and throw-ins are taken like normal.
(3) When the goalkeeper has the ball in his or her hands during play from the opponent, the opposing team must move behind the build out line until the ball is put into play
(4) Once the opposing team is behind the build out line, the goalkeeper can pass, throw, or roll the ball into play (punts and drop kicks are not allowed)
(5) If a goalkeeper punts or drop kicks the ball, an indirect free kick should be awarded to the opposing team from the spot of the offense.
(6) If the punt or drop kick occurs within the goal area, the indirect free kick should be taken on the goal area line parallel to the goal line at the nearest point to where the infringement occurred.
(7) After the ball is put into play by the goalkeeper, the opposing team can cross the build out line and play resumes as normal.
(8) Before the ball is kicked, players on the kicking team may stand anywhere on the field, including inside the penalty area.
(9) The ball is in play when it is kicked and clearly moves. In other words, as soon as a member of the kicking team kicks, or tries to kick, the ball, and the ball visibly moves or begins to roll, the ball is in play. As soon as the ball is in play, other members of the kicking team may play it (inside the penalty area) and defenders may cross the BOL.
(10) The goalkeeper (or another player on the kicking team) can wait to put the ball into play once all opponents are behind the build out line or he or she can release it sooner but does so accepting the positioning of the opponents and the consequences of how play resumes
(11) The build out line will be used to denote where the offside offense begins
(12) Players cannot be penalized for an offside offense between the halfway line and the build out line.
(13) Players can only be penalized for an offside offense between the build out line and goal line.

**c) 12U Rules**

(1) If a player intentionally heads a ball, the referee shall stop play and award an indirect free kick for the opposing team from the spot of the offense.
    a. If the offense occurs within the goal area, the indirect free kick should be taken on the goal area line parallel to the goal line at the point nearest to where the infringement occurred.
(2) If a player does not deliberately head the ball, play should continue.

**22) MISCONDUCT PROCEDURES**

a) All participants in WSA activities shall be subject to all misconduct rules contained herein, regardless of whether they have USYS/USASA membership cards and regardless of whether the referee displayed a yellow or red card. Misconduct not noted in a referee's game report but is reported in writing by any individual to the proper WSA authority may be investigated.

b) A participant whose USYS/USASA membership card has been retained or who has been notified of suspension shall be ineligible to participate in any WSA sanctioned game until the USYS/USASA membership card is returned to the team representative or the suspension satisfied. Any individual other than a player who is serving a game suspension, including a coach, team official, or spectator, is

prohibited from attending the game(s) to which the suspension applies. The individual must remain outside the field and its surrounding areas, including team areas, spectator areas, and any location from which the individual can communicate with participants. The individual may not participate in or direct the game in any capacity, including through electronic communication or another person. Any individual who participates in a game or violates the attendance or communication restrictions of a suspension while ineligible shall be subject to further disciplinary action. Any team that permits an ineligible player, an overage player, or a non-rostered player to participate in a game shall forfeit all games in which that player participated, and the team representative shall be subject to further disciplinary action.

c) A team representative shall be responsible for the actions of any individual who is associated with that team. If an individual engages in prolonged harassment of officials or abusive disagreement, or interference with officials, the team representative may be asked to control the individual. If the team representative does not reasonably attempt to control the individual's misconduct; the team representative may be cautioned or sent off for irresponsible behavior. If the team representative has no control over the individual or situation, the team representative shall not be penalized. Instead, the referee shall take other appropriate action.

d) The referee may suspend play when necessary due to spectator or participant interference until the individual creating the disturbance leaves the playing area to a minimum of 100 (one hundred) yards from the field. Said individual shall remain silent for the duration of the game. Failure of an individual to comply with the referee's request within 2 (two) minutes may result in the referee's terminating the game. Such incident may result in forfeiture of the game as well as further disciplinary action.

e) Any team representative, whose team refuses to take the field without cause, refuses to travel to an assigned game site without cause, or quits a game prior to its completion shall be reported by the referee to the state office. The team' club and the team shall be subject to fines and disciplinary action.

f) Any participant who refuses to give his/her correct name to the referee while being cautioned, sent off, or otherwise disciplined shall be subject to additional disciplinary action.

g) Misconduct involving 1 (one) or more WSA participants, at any time or place shall be reported in writing to WSA. WSA shall act on such reports at its sole discretion.

See WSA Zero Tolerance Policy

**23) DISCIPLINARY PROCEDURES AND PENALTIES**

a. The WSA President shall appoint a Disciplinary Committee (DC) consisting of three or five impartial members, which shall have jurisdiction to act on any disciplinary matter in which the Articles of Incorporation, By-Laws or Rules and Procedures of WSA may have been violated and on any incident that may bring WSA or affiliated organizations into disrepute. The DC shall have the authority to consider all available information in any form regarding a disciplinary matter. The DC may render a decision upon receipt of a complaint if the committee feels it is warranted based on the nature of the complaint. The DC is empowered to conduct hearings in order to investigate alleged misconduct.

b. Any incident or misconduct involving a member or members of WSA shall be reported in writing to WSA within 30 days of the incident; including the complete factual circumstances that form the basis of the grievance, alleged rule violations, specific examples of misconduct and irresponsible behavior, and the relief they are seeking.

c. The DC shall have the discretionary power to establish the penalties applied to participants. Any penalty established by the DC for a specific matter may, after a hearing (if requested), be reduced or increased by the DC. Request of a hearing does not stay or delay the initial decision of the DC. The DC is authorized to set specific periods and conditions of probation and to establish penalties for probation violations.

d. Referees participating in WSA sanctioned events shall be subject to the disciplinary procedures of WSA. The Referee Committee (RC) shall have the authority to recommend appropriate disciplinary action to the State Referee Administrator (SRA). Allegations of referee misconduct occurring during in-house programs will initially be dealt with within the club. A club may choose to refer a matter to the WSA RC.

e. A participant charged with misconduct shall have the right to:

i. Request a hearing on the charges within 30 (thirty) days of WSA's DC issuing an initial judgement.
ii. Receive reasonable advance notice of the charges and of the date, time, and place of such hearing.
iii. Attend each hearing in person/electronically or to send a duly authorized representative.
iv. The right to be assisted in the presentation of one's case at the hearing.
v. Testify, call witnesses and present evidence on his/her behalf, and directly question opposing witnesses.
vi. Be provided the identity of witnesses in advance of the hearing.

vii. The right to have an audio or video record made of the hearing.
viii. Notice of any substantive and material action of the hearing panel in the course of the proceedings and equality concerning communications.
ix. No communication is permitted between a party and any person involved in making a decision or procedural determination except to provide explanations involving procedures to be followed.
x. Receive, within 30 (thirty) days of the hearing, written notification of the committee's findings, conclusions, actions, and recommendations, his/her appeal rights, the procedure for filing an appeal, and the time within which an appeal may be filed.
xi. Appeal any decisions to the WSA Protest and Appeals Committee (P&A) and beyond, in accordance with these Rules and Procedures.

f. Evidence in the form of video may be presented to WSA's Board of Directors or any of its committees, including but not limited to the Protest and Appeals Committee (P&A), the Disciplinary Committee (DC), and the Referee Disciplinary Subcommittee (RDSC) upon compliance with the following requirements:
   i. All video evidence to be presented shall be submitted electronically to WSA one week (7 days) prior to the scheduled hearing and will be retained by WSA.
   ii. Such video shall be viewed during the time allotted by the DC for such person's presentation of evidence and shall not be cause for extending the time permitted.
g. After both sides have presented all testimony, the DC shall retire to executive session to deliberate and decide. The decision shall represent the considered judgment of the majority of the voting DC members who heard the evidence presented at the hearing.
h. Except as otherwise provided by US Youth Soccer National Championship Series rules, cautions and send offs counted for automatic suspension purposes shall carry forward from league to other competitions and vice-versa without limit and from one seasonal year to the next seasonal year.
i. Any suspension stated in these rules shall commence with the next sanctioned game in which the suspended individual would otherwise be eligible to participate. For any game that a participant is "sitting out", it is the responsibility of the coach or team representative to inform the referee of the name of the individual not participating.
j. In the event of an unsuccessful appeal of a participant's suspension, the full penalty shall begin with the next sanctioned game in which the participant would otherwise be eligible to participate. The duration of the suspension shall not be diminished by the passage of time consumed by the failed appeal.
k. If a participant wishes credit for "sitting out" a USYS/USASA sanctioned game that was played outside of Wyoming, the participant must provide evidence of "sitting out", which must satisfy WSA as to its authenticity.
l. Participants whose misconduct outside of Wyoming is reported to WSA shall be subject to WSA discipline as though the offense had occurred in Wyoming. The written or verbal report shall be received by WSA within 90 days of the date of misconduct.
m. The term "stand-alone caution" shall mean any caution or equivalent misconduct, except for 2 (two) cautions in the same game, which result in the sendoff of a participant for "persisting in misconduct after having received a caution." Any participant who has a seasonal accumulation of 4 (four) stand-alone cautions shall be suspended automatically for a minimum of 1 (one) game. WSA shall monitor the accumulation of stand-alone cautions and shall notify the participant and the team representative in writing of a participant's one-game suspension when 4 (four) such cautions have been accumulated during a single season. Following the one-game suspension, the stand-alone caution count will be reset to zero.
n. Any participant who is sent off from a game or is reported for misconduct prior to or following a game for the offenses of "violent conduct", "serious foul play", "using foul or abusive language" or "persisting in misconduct after having received a caution", shall be suspended automatically for a minimum of one (1) game to commence at the next sanctioned tournament or league game in which the suspended individual would otherwise be eligible to participate. If such misconduct (physical or non-physical) is against a referee, USSF Policy 531-9 (Referee Abuse Prevention Policy) will be enforced.
o. The SRA/SYRA shall review all reports of a participant's "violent conduct or serious foul play". If the participant forcefully struck, fought with, or spat upon another person, the participant shall be automatically suspended for a minimum of 2 (two) games and the SRA/SYRA will refer the incident to the DC. If the report indicates that a participant intentionally caused, or attempted to cause, serious physical injury or if the individual committed an offense with grossly excessive force, the matter shall be subject to mandatory review by the DC.
p. The term "official" shall refer not only to referees, assistant referees, fourth officials, and others duly appointed to assist in officiating a match, but also to all officers, employees, or appointees of WSA/USYS/USASA/USSF or affiliated organizations as well as all volunteers working in an official capacity within these organizations and all visiting dignitaries at a sanctioned event.
q. The terms "abuse" and "assault" as applied to referees shall be dictated by USSF Policy 531-9 (Referee Abuse Prevention Policy).
r. A participant guilty of an assault on an official shall be automatically suspended for a minimum of 12

(twelve) months unless serious injuries are inflicted, then the minimum suspension period will be at least five (5) years. Suspension applies to participation in USYS/USASA and WSA as a whole organization.

s. The minimum suspension period for referee abuse shall align with USSF Policy 531-9 (Referee Abuse Prevention Policy).

t. Any participant who is suspended for a total of six (6) games during any 365-day period shall be automatically suspended for an additional six (6) games and shall automatically be placed on probation within WSA for a period of six (6) months by the DC. The participant may be subject to a suspension of up to 12 (twelve) calendar months.

u. Any participant who accumulates 3 (three) stand-alone cautions or is sent off 1 (one) time during a probationary period shall be required to appear before the DC and may be subject to additional disciplinary actions at the discretion of the DC. Players that participate in both the youth programs and adult programs may be subject to disciplinary action that affects their participation in both affiliations, if their actions are subject to mandatory review by the Discipline Committee and/or suspended for a time period, the suspension applies to the players participation in both youth and adult activities.

v. The DC may consider a written or oral statement from the reporting referee recommending clemency for a participant, team, or club due to mitigating circumstances or a self-stated error by the referee.

**24) REFEREE MISCONDUCT PROCEDURES AND POLICIES**

a) The chairman of the Referee Committee (RC) shall annually appoint a chairman of the Referee Disciplinary Sub-Committee (RDSC). The RDSC Chairman shall select, from currently registered USSF referees, no fewer than 10 (ten) additional members for the RDSC. Such membership shall be reviewedand approved by the RC.

b) All allegations of referee misconduct, unethical conduct, or conflict of interest shall be directed, in writing, to the State Office. The State Office shall communicate such allegations promptly to the SRA/SYRA and the RC.

c) To be considered, any complaint of referee misconduct must be received by WSA within 60 (sixty) days of the incident.

d) The chairman of the RC, or his/her designee, shall promptly review the complaint and determine whether a formal investigation shall be required by the RDSC.

e) If a formal investigation and hearing are required, they shall be scheduled such that a decision is reached within 60 (sixty) days of WSA's receipt of the complaint, or as required by the USSF *Ethics and Grievance Procedure for Referees*, etc. currently in force.

*f)* The RDSC Chairman shall convene a hearing board consisting of the chairman and 4 (four) representative members of the standing sub-committee. The RDSC Chairman shall give notice of the time and place of the hearing at least 10 (ten) days prior to convening the hearing to the subject of the complaint, in writing, by certified mail, return receipt requested, and by regular mail or in person at the address on record with the SRA. In addition, written notice of the hearing shall also be made to the filer of the complaint, SRA, and any other persons whom the RDSC Chairman wishes to attend the hearing. The chairman of the RDSC shall have responsibility for assuring that a certified referee instructor is present to advise on the interpretation of *The Laws of the Game.*

g) The hearing shall be presided over by the RDSC Chairman and shall proceed as follows:

i) Complainant testimony.

ii) Testimony by subjects of the complaint. (Opposing parties, SRA, and hearing board members may question both sides as testimony is given.) After the hearing is adjourned, the hearing board members shall make a decision. The RDSC Chairman shall not vote except in the event of a tie. SRA shall not vote.

h) The RDSC Chairman shall send a written report within 7 (seven) days of the hearing to the SRA. The report shall include the findings of the hearing and recommended penalties. Copies of the report shall be sent to the Referee Committee Chairman, WSA, the Disciplinary Committee Chairman, and the complainant. A copy shall be sent to the subject of the complaint by certified mail, return receipt requested, and by regular mail.

i) Any referee subject to penalties shall receive, at the time of notification of the decision, notice of the right of appeal and the procedures required for such an appeal.

j) SRA shall immediately impose the penalties recommended by the hearing board.

**25) PROTEST AND APPEALS PROCEDURES**

a) The WSA Protest and Appeals (P&A) Committee shall consist of three or five impartial members appointed by the President of WSA and have jurisdiction to hear and determine the following matters:

i) PROTESTS: Actions arising from or related to specific game results, cautions, or ejections. Only team representatives may protest a game result. Protests must be based on violations or misapplications of *WSA Rules and Procedures*, *Articles of Incorporation*, *Bylaws*, or *FIFA Laws of the Game*. Protests submitted to a sanctioned competition (such as a tournament) must

proceed in accordance with the rules of that competition; however, protests or matters for which discipline or suspension may be imposed by WSA shall proceed in accordance with these rules.

ii) APPEALS: Actions arising from a decision by a WSA committee or official, by a member club, or by a sanctioned competition (e.g., tournament). Only those parties to the original action are entitled to appeal.

iii) A properly filed protest or appeal shall delay the effect of the protested action or ruling pending decision by the P&A Committee.

b) No decision which arises out of the application of the rules of competition which is made in the course of the competition and has no consequence beyond the competition as herein defined, shall be appealable. For the purposes of this policy, the term "competition" may include games, tournaments, league play or a regular season. Northing herein shall be construed to limit the right of appeal available under the Amateur Sports Act or the Constitution and Bylaws of the United States Olympic Committee ("USOC") relating to the opportunity of Athletes to participate in "protected competition" as defined in the USOC Constitution.

c) THERE IS NO appeal of risk management decisions.

d) The line of authority for protests and appeals shall be as follows:

i) WSA Protest and Appeals Committee

ii) WSA Board of Directors

iii) USSF National Appeals Committee

e) No protest or appeal shall be heard or determined by the next higher authority until a decision on the matter has been rendered by the lower authority; provided, however, that a failure of the WSA P&A Committee to decide a matter within 60 (sixty) days of receiving the protest or the appeal entitles the party to have the protest or appeal heard by the WSA Board of Directors at its next regularly scheduled meeting. Any higher authority may decide any protest or appeal upon review of the record of proceedings and decisions of the lower authority.

f) All decisions rendered by WSA can be appealed directly to the USSF National Appeals Committee. A person has the right to appeal the decision to the USSF National Appeals Committee by completing a Notice of Appeal and sending it to USSF, together with the appropriate appeal fee (money order or cashier's check).

g) Appeals procedures are in the USSF Bylaws and Rules and Policies.

h) PROTEST PROCEDURES: Any person wishing to protest must submit a written Notice of Protest to the State Office, and such notice must be postmarked or delivered within 7 (seven) calendar days following the date of the alleged violation or misapplication. The Notice of Protest must set forth the protestor's full name, address, and telephone numbers (home and work); describe each violation or misapplication, including the date, time, and place of each; state the relief or redress sought; and be accompanied by the required fee. The chair of the committee may summarily dismiss any protest that does not comply with the requirements of this paragraph.

i) APPEAL REQUIREMENTS: Any person wishing to appeal to the Protest and Appeals Committee must submit a written Notice of Appeal to the State Office, and such notice must be postmarked or delivered within 7 (seven) calendar days following the date that person received notice of the action or decision being appealed. The Notice of Appeal must set forth the appellant's full name, address, and telephone numbers (home and work); describe the action or decision being appealed; state the relief or redress sought; and be accompanied by the required fee. The chair of the committee may summarily dismiss any appeal that does not comply with the requirements of this paragraph.

j) FEES: The WSA protest and appeals fee is $100.00 (one hundred dollars) for each protest or appeal and is not refundable. DO NOT send Cash.

k) HEARING PROCEDURES: Each protest and appeal received by WSA, shall be forwarded to the chair of the committee. The chair shall set a date for a formal hearing and shall give written notice to the protester/appellant and other interested parties. The written notice shall set forth the date, time, and place of the hearing, the deadline for receipt of supplemental materials from the parties (materials may be requested by the committee), and that 10 (ten) minutes shall be allotted for each side to present his/her case. At the hearing, the committee members shall hear and consider arguments elaborating on the issues supported by the documents. Records of all proceedings shall be maintained. The committee shall retire to executive session to deliberate and decide. The decision shall represent the considered judgment of the majority of the voting committee members who heard the protest/appeal. After the hearing, the committee shall issue a written decision, which shall state adequately the reasons for the decision and shall announce the effective date of the decision for purposes of review or appeal to the next higher authority.

l) Decisions rendered by the P&A Committee shall be conveyed in writing to all interested parties within 14 (fourteen) days of the decision, and a copy of the decision, along with all pertinent documents and findings shall be filed with the State Office.

m) Any decision rendered by the P&A Committee may be appealed to the WSA Board of Directors. The appeal shall be submitted in writing to the State Office, postmarked or delivered within 7 (seven) calendar days of the receipt of the decision of the P&A Committee. An additional fee of $100.00 (one hundred dollars) is required. DO NOT send Cash. The appeal does not entitle the appellant to a new hearing, but a decision may be made on the basis of a review of the record and proceedings of the P&A Committee. The chair of the P&A Committee shall present the committee's decision to the Board of Directors, but shall abstain from the vote on the board's decision on the appeal. The secretary of the Board of Directors shall convey, in writing, the board's decision to all interested parties, within 14 (fourteen) days of the decision.

n) No WSA affiliated club or individual member may invoke the aid of any courts of the city, county, state, or of the United States without first exhausting all available remedies within the body of organized soccer. For violation of this rule, the offending party or parties shall be subject to suspension from this organization and any affiliated organization and shall be liable for all expenses incurred for legal costs and time of any officials of this organization or any affiliated organization. These include court fees, attorneys' fees, and compensation for time spent by WSA/USYS/USSF officers and employees, travel expenses, and expenses for special meetings necessitated by said court action.

o) Any protest or appeal that the Protest and Appeals Committee determines to be lacking in good faith or substantial justification shall be grounds for disciplinary action against the protester/appellant.

**26) PROFESSIONAL PLAYER/TEAM PARTICIPATION**

a) Any player who has signed a "letter of intent" or a professional contract or who has played in a game with professional players or on a professional team, without prior written approval of the WSA Board of Directors, shall lose all privileges of youth amateur status and shall not be permitted to be reinstated to youth amateur status.

b) The WSA Board of Directors may grant youth amateur players permission to play in benefit or exhibition games with professional players, but not in any other games involving professional players. Youth amateur players must have received written permission from the WSA Board of Directors before participating in these competitions.

**27) TEAM/GUEST PLAYER TRAVEL PROCEDURES**

a) Any WSA team or player (as a guest player) wishing to travel outside the jurisdiction of WSA and US Youth Soccer Region IV shall submit a properly executed notification of travel, using a process and within the timelines established by the State Office. A copy of the approved notification is to be in the possession of the team's coach or manager and presented per the rules of the tournament.

b) It is the responsibility of the team coach or manager to read, understand and follow a tournament's rules regarding the required team and guest player travel documentation.

c) Travel outside of the United States, Canada, or Mexico requires approval of USYS and USSF. Notification of travel approval or denial will be sent directly to the team's coach or team representative.

**28) TOURNAMENT PARTICIPATION AND PROCEDURES**

a) Only teams and participants in good standing with WSA/USYS/USSF and affiliated organizations may participate in tournaments sanctioned by WSA. Participants and teams playing in tournaments that have not been sanctioned by WSA or USYS may not have the same privileges, benefits, and protections. Non-sanctioned tournaments cannot be promoted by Wyoming Soccer Association.

b) All tournaments sanctioned by WSA shall adhere to and abide by all Articles of Incorporation, Bylaws, and WSA Rules and Procedures along with the USYS Application to Host and the USYS Tournament Hosting Agreement.

c) USYS and WSA have no control or supervision over non-USYS sanctioned tournaments or games, their participants or staff, and rules of another organization will govern these events. The differing rules can include, but not be limited to, risk management requirements, rules of play, protest and appeal procedures, use of USSF registered referees, insurance coverage, and safety requirements.

d) If an assault on a referee occurs at a WSA event/tournament by a player from another state, the referee shall immediately notify the Event/Tournament Chairman and forward a copy of the game report and his/her comments on the incident to the Event/Tournament Chairman on the day of the incident, the WSA President and the player's home state within ten (10) days. The Event/Tournament Chairman shall have the right to immediately convene a hearing at the site of the event/tournament, at which the player, his/her coach, and the game officials should be present. The Event/Tournament Chairman shall promptly relay information presented at this hearing to the player's Home State President, verbally and in writing.

**29) WYOMING CUP & CHAMPIONSHIPS TOURNAMENT**

a) The Wyoming Cup Championship Tournament (Wyoming Cup) is the WSA sponsored Memorial weekend tournament. Attendance is restricted to WSA affiliated teams.

**b)** The Wyoming Cup & Championships Event is for 10U to 15U boys' and girls' competitive teams. The team coach/club registrar is responsible for verifying completion of requirements during Wyoming Cup/Championship application process.

**c)** The United Cup division is for 8U to 12U boys' and girls' recreational teams. Age groups invited can be determined by the hosting organization.

**d)** The location of the Wyoming Cup & Championships/United Cup will be determined by the WSA Board of Directors (BOD). Every two years, Requests for Proposal will be requested by WSA and vetted for WSA BOD approval.

**30) FAR WEST REGIONALS (FWR) AND RIV PRESIDENTS' CUP (PC) COMMITMENT**

a) To participate in the USYS Far West Regional Champions (FWR) or the RIV Presidents' Cup (PC), WSA affiliated clubs/teams must submit the following for each team committed by the appropriate deadline:

1) Completed commitment form
2) Entry fee
3) WSA fee* of $1500

*The WSA fees from all committed teams will be collected to cover WSA administrative costs, in addition to the expenses incurred from sending appropriate staff and referees to the event. Any money left over after all expenses are covered will be distributed evenly amongst the contributing teams.

b) WSA's entries into FWR and the Presidents' Cup are determined by the responses to the commitment form that must be submitted to the State Office by the deadline indicated annually.

c) Qualification: To participate in *Far West Regionals*, a team must be approved by WSA:

**Teams (13U – 15U)**

1. Participate in the most competitive division offered at Wyoming Cup and place within the top 3 teams based on tournament points.

**Teams (16U – 18U)**

1. Place in top two in division in the Equality State Championships.

**Teams (19U)**

1. Place in top two in division in the Equality State Championships

2. d) Qualification: To participate in West Region Presidents' Cup, a team must be approved by WSA:

1. Team roster must be approved by the state.

d) Qualification: To participate in *RIV Presidents' Cup*, a team must be approved by WSA:

**Teams (13U – 15U)**

1. Participate in the most competitive division offered at Wyoming Cup and place within the top 3 teams based on tournament points.

**Teams (16U – 18U)**

1. Place in top two in division in the Equality State Championships

**Teams (19U)**

Place in top two in division in the Equality State Championships

e) If two (2) or more teams in the 16U – 19U group have committed and have met qualifications, those teams will be required to play off to determine which team can advance. The play-off games must occur on or before March 1, in certain circumstances, the teams will be responsible for arranging fields and USSF certified referees. For teams 13U – 15U, the team placing the highest at the Wyoming Cup will advance.

**31) US YOUTH SOCCER NATIONAL CHAMPIONSHIP SERIES**

a) The US Youth Soccer National Championship Series consist of separately conducted competitions within each USYS state, which shall lead to regional (Far West Regionals/FWR) and national competition. Each competition is open to any USYS affiliated team in good standing. The competition is not open to select teams.

**32) USASA LEAGUES AND NATIONAL CUP**

a) The USASA Leagues and National Cup consist of separately conducted competitions within each USASA state or region, which leads to regional and national events.

**33) ALCOHOL, ILLEGAL DRUGS, CONTROLLED SUBSTANCES AND FIREARMS**

a) The possession, consumption, or use of any alcoholic beverages, illegal drugs, or controlled substance or the possession or use of any firearm at the field area by any player, coach, referee, team official, or spectator prior to, during, or after the playing of any WSA activity is prohibited. Any individual who violates this prohibition shall be subject to disciplinary action by WSA.

**34) RISK MANAGEMENT PROGRAM**

a) It is the intent of WSA to exclude from participation in WSA/WSA ODP activities all persons who are in violation of WSA's risk management guidelines, are listed on the US Youth Soccer DARM list or are in violation of the US Center for SafeSport Code (see section c).

b) Every WSA affiliated association/club/program will follow the risk management guidelines as approved by the WSA Board of Directors. The WSA Risk Management Guidelines can be obtained from the State Office.

c) Wyoming Soccer Association fully subscribes to the USYS Code of Conduct, USSF Recognize to Recover, and the SafeSport MAAPP, (Minor Athlete Abuse Prevention Policy). As part of our statewide risk management program, all coaches and program administrators must submit to a sensitive criminal history background check every two years and complete the U.S. Soccer Safe Soccer Clearance Phases 1, 2 & 3 through the U.S. Soccer Learning Center. To complete the Wyoming Soccer Association risk management requirements as outlined above, coaches must be registered with Wyoming Soccer Association.

d) Training and Education

i. Board Members, Employees and Volunteers who have contact with athletes must successfully complete the U.S. Soccer Safe Soccer Clearance Phases 1, 2 & 3 through the U.S. Soccer Learning Center.

ii. Coaching/Adult Athlete Credentialing Requirements

(1) As part of our statewide risk management program, all coaches and program administrators must submit to a sensitive criminal history background check every two years and complete the U.S. Soccer Safe Soccer Clearance Phases 1, 2 & 3 through the U.S. Soccer Learning Center. To complete the Wyoming Soccer Association risk management requirements as outlined above, coaches must be registered with Wyoming Soccer Association.

(2) Coaches and Parents must also follow WSA's Concussion and Return to Play Policies.

iii. All WSA coaches are required to take the SafeSport online courses included in Phase 1 of U.S. Soccer's Safe Soccer Clearance within U.S. Soccer's Learning Center.

iv. Youth Athlete/Parent SafeSport Training

(1) If you are a player turning 18 during the seasonal year, you must also take SafeSport training to participate after you turn 18. To access the training, please register through your club as an adult participant and complete the training. Please download your SafeSport Completion Certificate for your records and submit a copy of your completion certificate to wssa@wyomingsoccer.com.

v. Parents and youth players may take the free SafeSport training available HERE!

e) Reporting

i) Reporting a concern of suspected "Child Abuse" "or "Sexualized Misconduct"

i. Immediately Report your concern to Law Enforcement (Use Non-Emergency Numbers) and;

ii. Report to the U.S. Center for SafeSport (within 24 hours)

iii. Immediately contact your local club to report the incident, (your club will contact our office) or

iv. Contact WSA by email or by phone at (307) 742-2306.

v. For any other concerns or questions concerning SafeSport requirements, please contact our office at 307-742-2306.

ii) Allegation of sexual misconduct, regardless of the age of the involved parties, including sexual harassment, power imbalance, retaliation, and abuse of the Center's process:

i. Report to the U.S.. Center for SafeSport (within 24 hours)

ii. You may also report to Law Enforcement if you feel it is necessary, but it is not mandatory.

iii. Contact WSA by email or by phone at (307) 742-2306.

iii) Violations of the Minor Athlete Abuse Prevention Policies (MAAPP) or any other prohibited conduct not defined below (Policy 35), including physical misconduct, emotional misconduct, bullying, and hazing:

i. Report to your local club and WSA by email or by phone at (307) 742-2306.

## 35) PROHIBITED CONDUCT POLICY

**Policy:**

This Policy applies to all Wyoming Soccer Association employees, board members and volunteers and extends to all of our operations. This Policy also applies to conduct by any subcontractor, supplier, customer or third party and their employees in their dealings with Wyoming Soccer Association.

Wyoming Soccer Association is committed to maintaining a work environment that is free from all forms of discrimination, including harassment, on the basis of any legally protected status. Accordingly, Wyoming Soccer Association does not permit any form of unlawful harassment, discrimination or intimidation against its employees by anyone, including managers, supervisors, co- workers, executives, directors, officers, other employees, vendors, clients, customers or third parties. Protected status includes race, color, age, religion, marital status, sex, ancestry, national origin, citizenship, veteran's status, pregnancy, disability, sexual orientation, protected activity, or any other characteristic protected by federal, state or local law. The policy also prohibits harassment on the basis of the

protected status of an individual's relatives, friends or associates.

Wyoming Soccer Association is also committed to maintaining a work environment that is free from all forms of child sexual abuse, sexual misconduct, bullying and hazing.

Any violation of this Policy by an employee, board member or volunteer may be subject to disciplinary action. Appropriate action also will be taken against any subcontractor, supplier, or customer found in violation of this Policy.

**a) Prohibited Conduct:**

**1) Harassment**

Harassment consists of unwelcome conduct, whether verbal, physical or visual, that is based upon a person's protected status. U.S. Soccer will not tolerate harassing conduct that affects tangible job benefits, that unreasonably interferes with an individual's work performance, or safety, or that creates an intimidating, hostile, or offensive working environment.

Among the types of conduct prohibited by this policy are epithets, slurs, negative stereotyping or intimidating acts based on an individual's protected status and the circulation or posting of written or graphic materials that show hostility toward an individual because of his or her protected status.

Prohibited conduct can also include jokes, kidding, or teasing about another person's protected status. While harassing conduct is unlawful only if it affects tangible job benefits and/or interferes unreasonably with work performance and creates an abusive or hostile work environment, this Policy forbids harassing conduct even when it does not rise to the level of a violation of law.

**2) Sexual Harassment**

Sexual harassment deserves special mention. Unwelcome sexual advances, requests for sexual favors, and other verbal, written, or physical conduct of a sexual nature constitute sexual harassment when:

- submission to such conduct is made either explicitly or implicitly a term or condition of the individual's employment;
- submission to or rejection of such conduct by an individual is used as the basis for an employment decision affecting that individual; or such conduct has the purpose or effect of unreasonably interfering with an individual's work performance and creating an intimidating, hostile, or offensive working environment.

Sexual harassment may involve individuals of the same or different gender. It may also occur between individuals of any employment status.

Examples of conduct which may constitute sexual harassment & are prohibited by this Policy include, but are not limited to

- unnecessary touching, patting, hugging, pinching, or brushing against a person's body;
- staring, ogling, leering, or whistling at a person;
- continued or repeated verbal abuse of a sexual nature;
- sexually explicit statements, sexual flirtations, advances, propositions, subtle pressure for sexual activity, comments, questions, jokes, or anecdotes;
- graphic or degrading comments about a person's clothing, body or sexual activity;
- sexually suggestive objects, cartoons, posters, calendars, or pictures in the workplace;
- suggestive or obscene letters, notes or invitations;

- harassing use of electronic mail, electronic or instant messaging, or telephone communication systems; or

- other physical or verbal conduct of a sexual nature.

Wyoming Soccer Association prohibits managers and supervisors from threatening or insinuating, either explicitly or implicitly, that an employee's submission to or rejection of sexual advances will in any way influence any personnel decision regarding that employee's wages, assigned duties, advancement, evaluation, shifts, career development, or any other condition of employment.

**3) Racial, Religious, or National Origin Harassment**

Racial, religious, or national origin harassment deserves special mention as well, and is expressly prohibited by Wyoming Soccer Association. Racial, religious, or national origin harassment includes any verbal, written, or physical act in which race, religion, or national origin is used or implied in a manner which would make a reasonable person uncomfortable in the work environment or which would interfere with the person's ability to perform their job. Examples of race, religious or national origin harassment may include, but are not limited to:

- jokes, which include reference to race, religion, or national origin;
- the display or use of objects or pictures which adversely reflect on a person's race, religion, or national origin; or
- use of pejorative or demeaning language regarding a person's race, religion, or national origin.

**4) Child Sexual Abuse**

Any sexual activity with a child is prohibited. 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.

**5) Misconduct**

Any sexual interaction between an athlete and an individual with evaluative, direct or indirect authority is prohibited. Such relationships involve an imbalance of power and are likely to impair judgment or be exploitative. This section does not apply to a pre-existing relationship between two spouses or life partners.

**6) Bullying**

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 athlete(s), as a condition of membership are prohibited. Bullying does not include group or team behaviors that (a) are meant to establish normative team behaviors, or (b) promote team cohesion.

**7) Hazing**

Coercing, requiring, forcing, or willfully tolerating any humiliating, unwelcome or dangerous activity that serves as a condition for (a) joining a group or (b) being socially accepted by a group's members are prohibited. Hazing does not include group or team activities that (a) are meant to establish normative team behaviors or (b) promote team cohesion.

**8) Physical Misconduct**

Physical misconduct in all forms is prohibited. Physical misconduct is defined as contact or non-contact conduct that results in, or reasonably threatens to, cause physical harm to another person; or any act or conduct described as physical abuse or misconduct under federal or state law (e.g., child abuse, child neglect, assault). Physical misconduct does not include professionally-accepted coaching methods of skill enhancement, physical

conditioning, team building, appropriate discipline or improving athletic performance. For example, hitting and punching are well-regulated forms of contact in combat sports but have no place in soccer.

**9) Emotional Misconduct**

Emotional misconduct in all forms is prohibited. Emotional misconduct is a pattern of deliberate, non-contact behavior that has the potential to cause emotional or psychological harm to another person. Non-contact behaviors include verbal acts, physical acts, or acts that deny attention or support; or any act or conduct described as emotional abuse or misconduct under federal or state law (e.g., child abuse, child neglect). Emotional misconduct does not include professionally-accepted coaching methods of skill enhancement, physical conditioning, team building, appropriate discipline or improving athletic performance.

**10) Aiding & Abetting**

Aiding and abetting is prohibited. Aiding and abetting is defined as:

1. knowingly assisting, in any way, the commission of prohibited conduct under this policy or
2. allowing any person who has been suspended or ruled ineligible by the U.S. Center for SafeSport to participate, in any capacity, in WSA' programs.

**b) Procedures for Complaints, Investigations and Corrective Action**

All employees are responsible to help assure that we avoid misconduct. No one is exempt from this Policy. Wyoming Soccer Association cannot act to eliminate misconduct unless it has notice of the conduct. Furthermore, Wyoming Soccer employees are responsible to help assure that the work environment, on or off-premises, is free from harassment. All employees have an obligation to promptly report any and all allegedly harassing conduct they are the subject of, that they learn of, or that they witness. Our Policy provides for immediate notice of problems to the persons designated in this Policy so that we may address and resolve any problems as quickly as possible.

An employee must report the harassing conduct to either:

- The person to whom you report (supervisor or manager);
- The Executive Director
- The President of the WSA Board of Directors

If the employee feels uncomfortable going to his or her supervisor with the complaint, he/she must report the matter to the Executive Director or Board President as designated above.

This Policy does not require reporting the misconduct to any individual who is creating the harassment or discrimination.

All complaints and reports will be promptly investigated. All employees have an obligation to cooperate in any investigation of a complaint of misconduct, including providing any, and all information concerning the complaint. Failure to do so may be a violation of this Policy. In determining whether an individual's alleged conduct constitutes a violation of the Policy, the investigator will impartially look at the totality of the circumstances, which includes the nature of the misconduct and the context in which it is alleged.

If an investigation confirms that a violation of the Policy has occurred, Wyoming Soccer Association will take prompt corrective measures. These measures may include, but are not limited to, an oral or written warning or reprimand, counseling, suspension, or discharge of the employee engaging in such misconduct. Such disciplinary actions will be noted in the employee's personnel file.

Wyoming Soccer Association's Non-Harassment Policy offers its employees greater protection from harassment than does the law. Consequently, employees who are found to have violated Wyoming Soccer Association's Non-

Harassment Policy shall be subject to corrective action, discipline or termination, even in cases where applicable laws may not have been violated and without regard to whether the conduct constitutes a violation of the law.

An employee wishing to file a complaint outside the Association may contact either the Equal Employment Opportunity Commission or the fair employment agency.

**c) Confidentiality**

Complaints of harassment, investigation of complaints of harassment, and any corrective action taken in response will be kept confidential, except as disclosure is necessary to perform Wyoming Soccer Association's investigation, and to inform the alleged victim of harassment of the outcome of any investigation.

**d) No Retaliation**

Wyoming Soccer Association prohibits reprisal or retaliation against an employee for filing a good faith complaint of harassment, for supporting or assisting, in good faith, another employee in pursuing a complaint or in assisting in the investigation of a complaint. Employees must report incidents of retaliation on the same basis as they are to report incidents of harassment. Wyoming Soccer Association will not retaliate or discriminate against any employee for exercising, in good faith, any rights under this Policy. Retaliation is a violation of this Policy.

**e) False Claims**

Investigations of good faith claims may properly result in findings that include violations of the policy, no violation of the Policy, or inconclusive findings. However, any employee who falsely claims sexual misconduct or provides false information in an investigation will be subject to disciplinary action, up to and including discharge.

**f) Training and Education**

Employees that have contact with athletes must successfully complete the USOC SafeSport training every year. The USOC SafeSport training can be accessed at http://training.safesport.org/.

**g) Sexual Abuse or Misconduct**

The investigation and adjudication of matters involving allegations or reports of sexual abuse or misconduct, or other violations of this Prohibited Conduct Policy that involve prohibited conduct that is reasonably related to and accompanies an alleged violation involving sexualized behavior by Covered Individuals are subject to the jurisdiction of the United States Center for Safe Sport ("USCSS") in accordance with the requirements of the USOC and as set forth in the USCSS Bylaws or other USCSS governing documents. "Covered Individuals" are those athletes who directly register with Wyoming Soccer Association (not including professional athletes playing with a professional league sanctioned by U.S. Soccer) and those who are appointed or authorized by Wyoming Soccer Association to oversee those athletes; this would include coaches, administrators, medical personnel, and the like. Rules and procedures to be followed by Wyoming Soccer Association in dealing with allegations or reports of sexual abuse or misconduct, and the enforcement of discipline or other sanctions issued by the USCSS, are set forth in the applicable SafeSport policies and disciplinary procedures of the USCSS or U.S. Soccer.

**36) MATTERS NOT PROVIDED FOR**

The above rules and procedures are not meant to be all-inclusive. Matters not provided for or extraordinary circumstances shall be brought to the attention of the WSA Board of Directors for determination and appropriate action.