St. Charles County Youth Soccer Association

Coach Manual (2026 Edition)

1. Welcome to SCCYSA Coaching Thank you for volunteering to coach! Recreational soccer depends on supportive adults who focus on fun, development, and creating a positive environment. This manual provides the essential guidance, expectations, and tools you need for a great season. A special thanks to our soccer partners in Missouri Youth Soccer Association (MYSA) and United States Soccer Federation (USSF).

Coaching Priorities

- Create a safe, positive learning environment.
- Ensure every player has fun and feels included.
- Promote long-term player development, not short-term results.
- Model sportsmanship, respect, and integrity.
- Communicate clearly with players and families.

2. SCCYSA Mission & Philosophy SCCYSA's recreational program is designed to:

- Encourage love of the game through enjoyable experiences.
- Teach fundamental soccer skills appropriate to each age group.
- Foster teamwork, self-confidence, and respect for others.
- Provide playing opportunities for all skill levels.

3. Coach Responsibilities

Before the Season

- Complete coach registration.
- Participate in available in-person and/or online training courses.
- Attend the SCCYSA coach meeting.
- Pick up uniforms and any league issued equipment timely.
- Review league rules, schedule, and communication processes.

- Contact families with team introduction and practice details. See example at the end of this manual.
- Familiarize yourself with the SCCYSA Rule Matrix (Quick Guide)
- Complete the SafeSport Certification. See link on your Dashboard in GotSport.
- Complete a current background check. See link on your Dashboard in GotSport or in your email for the complimentary background check code provided by SCCYSA and MYSA.
- Download the GotSport app on your phone to manage your team roster, communicate with your player's parents, print player and coach cards, and access electronic player and coach cards for game check in. Using the app to communicate with your team is $99.00 annually.

  Or

  Using the GotSport website you can text your team's parents (for minors), print player and coach cards, and access electronic player and coach cards for game check in using the Team Management Tab. This method is free. Instructions on how to view/print player and coach cards are at the end of this manual.
- Download the Rainout Line App to monitor delays and cancellations.

During the Season

- Run organized, engaging practices following development guidelines. SCCYSA does not facilitate practice locations or times.
- Work diligently to provide equal playing time for all players.
- Communicate schedule changes and expectations clearly.
- Maintain a positive environment for players and parents.
- Model sportsmanship at all times.

After the Season

- Celebrate players' growth and effort.
- Thank the players and parents for their time.

4. Safety & Risk Management Your top priority is players' physical and emotional safety.

General Safety

- Inspect fields for hazards before each practice/game.
- Ensure players have cleats, shin guards, and water.
- Use age-appropriate balls and avoid dangerous drills.
- Stop practice immediately for lightning, thunder, or severe weather.
- Follow concussion protocol: when in doubt, sit them out.

Player Conduct

- No bullying, physical intimidation, or exclusion.
- Address concerns quickly and involve parents or league staff when needed.

5. Communication Guidelines

With Parents

- Set expectations early: attendance, behavior, cancellations, and sportsmanship.
- Communicate through consistent methods (Got Sport, email, text).
- Be approachable and transparent.
- Keep messages positive and timely.

With Players

- Use simple, encouraging language.
- Give clear instructions and reinforce effort.
- Keep criticism constructive and specific.
- Do not communicate with minor aged players without parental or guardianship presence.

6. Age Group Coaching Standards

U4–U6 (Discovery Stage) Focus: FUN, coordination, basic ball familiarity

Goals:

- Enjoyment
- Dribbling with small touches
- Basic spatial awareness

Activities:

- Fun games (Red Light/Green Light, Sharks & Minnows)
- No lines, laps, or long lectures
- Game Format: 3v3 (U4 & U5) or 4v4 (U6), no goalkeepers

U7–U8 (Foundation Stage) Focus: Dribbling, beginning passing, basic decision-making

Skills:

- Change of direction
- Shielding
- Introduction to passing and simple team play
- Game Format: 6v6 with keepers

U9–U10 Focus: Skill development & small-group tactics

Skills:

- Accurate passing and receiving
- Intro to defending (pressure/cover)
- Awareness of spacing
- Game Format: 7v7 with goalkeepers
- No buildout line
- Offsides rule takes effect

U11–U12 Focus: Expanding technical skills, emerging tactics

Skills:

- Ball control under pressure
- Combination play
- Structured positions
- Game Format: 9v9

U13–U19 Focus: Advanced fundamentals & teamwork

Skills:

- Technical refinement
- Attacking/defensive principles
- Sportsmanship and competitiveness in balance
- Game Format: 11v11
- U13: Players may head the ball

7. Practice Planning

Recommended Practice Structure (All Ages)

1. Arrival activity (5 min) – free play or simple ball touches
2. Warm-up (5–10 min) – movement + ball
3. Skill activity (10–15 min) – focus of the day
4. Small-sided games (15–20 min) – encourage decision-making
5. Scrimmage (10–15 min) – apply skills
6. Wrap-up (2 min) – praise + quick reminders

Practice Tips

- Keep all players moving (avoid lines). Keep energy positive and upbeat.
- Demonstrate activities visually.

- Give one coaching point at a time.

8. Game Day Guide

Before the Game

- Arrive early, set up equipment, and warm up players.
- Rotate positions fairly.
- Encourage players to try their best and have fun.
- Have your player and coach cards available for the referee in a printed format or electronically via GotSport.

During the Game

- Coach calmly from the sideline.
- Focus on teaching moments, not the score.
- Praise effort, teamwork, and improvement.

After the Game

- Line up for handshakes.
- Celebrate small wins (first goal, good passes, great effort).

9. Working with Referees

- Treat referees with respect at all times.
- They are often young and learning too.
- Only address referees calmly and when appropriate.
- Never allow parents to confront officials.

10. Dealing with Common Challenges

Spectators Coaching From Sidelines

- Politely remind the group that players should only hear one voice. It is confusing for players to hear the coach and the spectators providing direction.

Behavior Issues

- Address privately and calmly.

- Reinforce positive behavior.
- Involve parents early if needed.

Uneven Skill Levels

- Challenge advanced players with specific goals.
- Support newer players with repetition and encouragement.

11. Resources & Support

SCCYSA Admin Support

SCCYSA office: 636-498-1056

Rain out Line for rain outs or delay

Emergency Procedures Contact

Recommended Coaching Resource Sites

- United Soccer Coaches Foundations
- US Youth Soccer age-group practice plans
- MO Youth Soccer (MYSA) coaching resources

12. SCCYSA Coach Pledge

As an SCCYSA coach, I commit to:

- Focusing on player development over winning.
- Providing equal playing time and opportunities.
- Modeling respect, kindness, and sportsmanship.
- Creating a safe environment for all players.
- Encouraging players to enjoy the game.

Frequently Asked Questions:

1. **Are all coaches required to have a coaching license?**
   No, recreational coaches are not required to hold a coaching license under SCCYSA, MYSA, or US Soccer but it is strongly recommended.

2. **What is a "Closed Roster"?**
   A closed roster is a roster submitted that is inclusive of all players. If a closed roster is submitted, no other players may be added to the roster following the submission until the following season. This also means that no pool players will be added to the roster.

3. **How do I submit a "Closed Roster"?**
   For the fall 2025 season, email the office at Office@sccysa.org with a complete list of players and their date of birth. All players must be fully registered and all balances paid before the office will create the team. Following seasons, the coach will be able to submit the request via Got Sport during the registration time period.

4. **How do I know if my team needs a jersey or not?**
   Teams may choose to provide their own uniforms or to utilize SCCYSA issued uniforms. Team uniforms that are not issued by SCCYSA are solely the responsibility of the coach and must adhere to IFAB requirements. Each player must have a specific number and the player's name and number must be provided to the SCCYSA office prior to the season beginning. All players must have the same color shorts and socks, excluding the goal keeper. If your team chooses this option,

please notify parents to mark “no”, when asked if their player needs a uniform during the registration process.

Teams that choose to utilize SCCYSA issued jerseys will be charged a uniform fee during the registration process. Jersey color and player number may be requested but is not guaranteed. New SCCYSA jerseys are issued each fall for each team and may be used for the fall and following spring season. Any players added to the roster in the spring season will receive a matching jersey. All players must have the same color shorts and socks. If your team chooses this option, please notify parents to mark “yes”, when asked if their player needs a uniform during the registration process.

In the spring seasons, if the player is a returning player to the same team, they need to select “yes” for a jersey unless the parent/guardian wishes to have a second jersey, it is lost or damaged, or a new size is needed. The uniform fee would apply. Any new player in the spring season, will need to mark “yes” for a uniform.

5. **Can I coach more than 1 team?**
   Yes, coaches may coach more than 1 team but both teams may not be in the same age group of the same gender.

6. **Can players play on more than 1 team?**
   Yes, this is called “Dual Rostering”. Dual rostering does require a reduced registration fee. Players may play on 2 teams in the same age group.

7. **How many coaches are required per team?**

   SCCYSA does not require a minimum of 2 coaches per team. While this is not a requirement, SCCYSA highly recommends having a minimum of 2 coaches rostered.

   This is to minimize the need for game swaps and forfeits as well as maximize game management opportunities. All coaches must be added to the roster and all coaching requirements met prior to the season's start date or they will not be allowed on the technical side of the field.

8. **Is there a maximum number of coaches per team?**

   Yes, a maximum of 3 coaches may be on the roster per season. All coaches must be added to the roster and all coaching requirements met prior to the season's start date or they will not be allowed on the technical side of the field.

9. **Who can be on the technical side of the field during play?**

   The technical side of the field is the side of the field that the players and coaches are on during play. A maximum of 2 coaches may be on the technical side of the field at any time during play. No spectators are allowed on the technical side of the field. Coaches are responsible for communicating and enforcing this requirement to team spectators.

10. **What determines a child's age group?**

    A player's age group is determined by the player's school year. The US Soccer Age Matrix is used to determine age groups.

11. Can a player play up in age group?

Yes. Players may play up to 2 age groups above their age group in the US Soccer Age Matrix.

12. Can a team request not to play games on a particular weekend?

No.

13. Can teams swap games to assist with game schedule conflicts?

Yes. This is solely the responsibility of the coaches to facilitate and submit a game swap form to the SCCYSA office. Coaches will need to communicate with other coaches in the same age group. All teams must be in agreement with the swap and the game swap form must be submitted to the office no later than the start of the season. Submissions after the season starts may be honored but they are not guaranteed.

14. Who can coaches go to for additional questions and coaching guidance?

The SCCYSA Board includes a Coach Commissioner. This person is meant to be a coach advocate and support. Questions, concerns, compliments, and suggestions should go through them, but any SCCYSA representative will be happy to assist.

New team/player parent communication example.

Hello parents/guardians,

Welcome to the team! My name is _____ and I am your player's coach for the Fall/Spring 20__ season. Our team name is _____. During this season will we focus on (insert the age-appropriate focus listed in the SCCYSA Coaching Manual).

To assist in meeting these goals, I need your help. We will practice at (location), on (day) from (time-time). During this time I ask that you do not interact with your player as it is our time to develop the age-appropriate skills to maximize your player's experience and spend time with their teammates. If your player is unable to be at practice, will be late or needs to leave early, please communicate that to me before practice begins. Send your player to practice with the appropriate soccer equipment (cleats, shin guards, socks fully covering the shinguards, a ball and water) and weather appropriate attire.

During games, parents and spectators are not allowed on the technical side (the side the players and coaches are on during the game) of the field. To maximize your player's experience and development, please refrain from yelling directives at your player during the games. We love and encourage positive cheers and reinforcement but do your best to "curb the verbs", such as, "boot it", kick it, "come on", "go to the ball", "pass it", etc. Additionally, coaches and players may have negative consequences for negative interactions with the referee. As coaches, we are responsible for the actions of our players and spectators. Please refrain from negative interactions with referees at any time.

Lastly, if at any time you have any questions regarding your player or the team, please come directly to me. We look forward to a great season!

Let's go team!

Coach (Your Name)

Returning team/player parent communication example.

Hello parents/guardians of team _____,

Welcome back! I am excited to get back on the field with the team. During this season we will continue to build on the skills from last season and work towards new goals this season (insert the age-appropriate focus listed in the SCCYSA Coaching Manual).

As a reminder, to assist in meeting these goals, I need your help. We will practice at (location), on (day) from (time-time). During this time I ask that you do not interact with your player as it is our time to develop the age-appropriate skills to maximize your player's experience and spend time with their teammates. If your player is unable to be at practice, will be late or needs to leave early, please communicate that to me before practice begins. Send your player to practice with the appropriate soccer equipment (cleats, shin guards, socks fully covering the shinguards, a ball and water) and weather appropriate attire.

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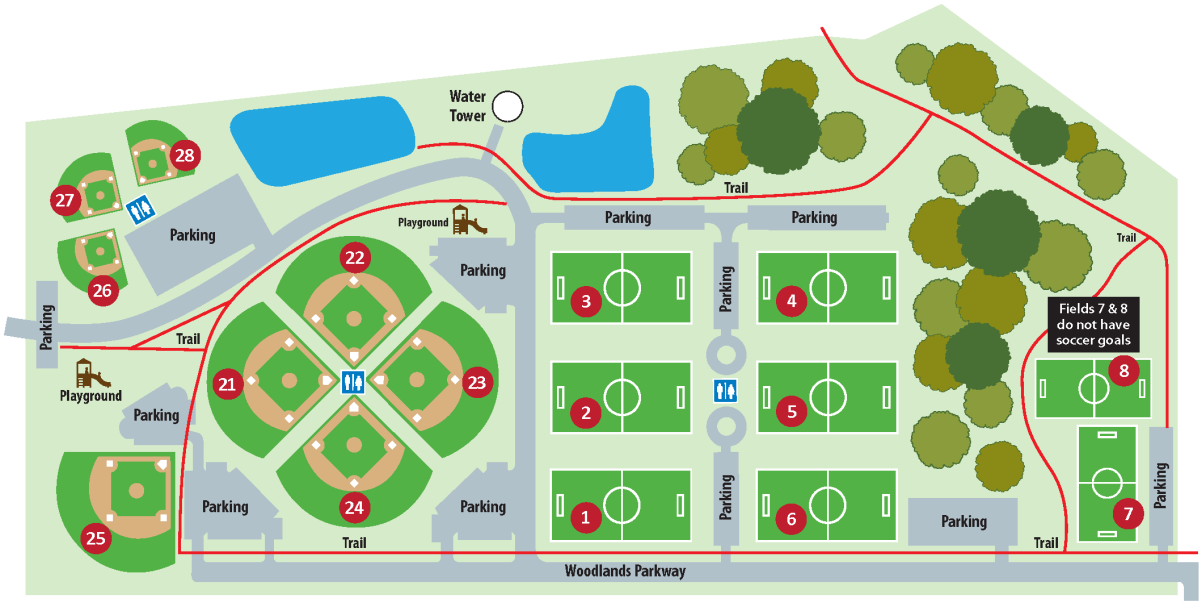
Additionally, coaches and players may face negative consequences for negative interactions with the referee. As coaches, we are responsible for the actions of our players and spectators. Please refrain from negative interactions with referees at any time.

Let's go team!

Coach (Your Name)

City of St. Peters
Woodlands Sports Park



Woodland Sports Park address: 1 Woodlands Parkway

Lighted fields: Soccer fields 2, 3, 4, & 5 • Ball diamonds 21, 22, 23, 24 & 25

Field Designation	Age Group
A	U4/U5
B	U6
C	U7/U8
D	U9/U10
E	U11/U12
F	U13-High School

Pro tip: If your team is scheduled to play on 2A, your game will be played on field 2, on an A size field appropriate for the age group.

How to View Sport Player Cards in GotSport

If you are a **coach or manager** in GotSport, you can view player cards (including virtual ID cards) through your account. Here's how to do it on a computer:

On a computer support.gotsport.com

1. **Log in** to your GotSport account.
2. Go to the **Team Management** tab.
3. Click on the team's name.
4. Select the **Rosters** tab.
5. In the dropdown, choose the event you want to view cards for, then click **Search**.
6. Click the **Documents and ID's** tab.
7. Select **Virtual ID Cards** to view the pass cards.
    - If you don't see this option, the event must enable the feature — contact the event organizer.
8. Click each card to see the player's details.
    - If a player isn't listed, they are not yet approved for that event's roster.

On a mobile phone support.gotsport.com

1. Log in to your GotSport account.
2. Tap the **Hamburger** menu (☰).
3. Tap **Team Management**.
4. Select the team you want to view.
5. Tap **Rosters**.
6. Choose the event in the dropdown, then tap **Search**.
7. Tap **Documents and ID's**.

8. Tap **Virtual ID Cards** to view them.

    - If unavailable, contact the Event Director.

9. Tap each card to see details.

    - Missing players are not yet approved for that event.

Tips

- Bookmark the page for quick access in future events.
- Ensure you are logged in with the correct account and team permissions.
- If you don't see the cards, confirm the event has enabled the feature and that the player is on the approved roster.

These steps will let you view player cards directly in GotSport, whether you're managing from a desktop or mobile device.