

CITY OF MOORPARK
PARKS, RECREATION, & COMMUNITY SERVICES DEPARTMENT

ADULT SOCCER



LEAGUE HANDBOOK

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Preface

This handbook is designed to acquaint soccer managers, players, spectators and sponsors with league rules and conditions of play set forth by the City of Moorpark, Recreation Division, for soccer leagues run by the Division.

We strive to provide an opportunity for adults to take part in an organized and enjoyable athletic program, offering participants personal enjoyment and physical development.

It is imperative that all participants become familiar with the information contained in this handbook. Ignorance of rules and regulations is not cause for reduction of penalties.

Please remember that sportsmanship rates first in our leagues; without it, the quality of the sport is lost.

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ADULT SOCCER LEAGUE RULES AND CONDITIONS OF PLAY

The current FIFA “Law of Game” laws and Cal South Rule Book will govern all play, with certain exceptions that apply to the City of Moorpark Parks, Recreation, & Community Services Department, as noted in this handbook.

Section I: Registration

- A. Registrations must be received during the registration period, and are taken on a first-come, first-served basis. Full payment is due at time of registration. Managers must submit the completed registration form prior to the registration deadline.
- B. All team names must be approved by league director before the start of the season. No profanity, sexual connotations, or alcohol/drugs will be allowed in team names.
- C. Requests for refunds must be received prior to the posting of the game schedule or five business days before the first scheduled game, whichever occurs first. No refunds or credits can be issued after this time.

Section II: Eligibility

- A. Players must be 18 years of age or older to participate in adult sports leagues.
- B. To be eligible, each player must complete and sign the official roster for his or her team prior to the first game. Players must provide their own signatures on the roster.
- C. Officials and city staff have the authority to request photo ID from any player at any time. Individuals unable to provide identification will not be permitted to play. Players must have a current photo ID and be able to present it immediately upon request.
- D. Managers MUST submit line ups prior to each game. If a person plays under another person’s name, all games in which that person played will be forfeited.
- E. Players whose names do not appear on the official team roster, are considered ineligible. Lineups and rosters are checked periodically throughout the season. Games played with ineligible players will be forfeited.
- F. A player may play on more than one team in the league provided he/she plays on only one team each division. Any team whose player(s) are found in violation of this rule will forfeit all games won in which the player(s) participated. If a player is playing for two teams that are both eligible for playoffs, he/she must choose one team and play with only that team, regardless of outcome of playoffs.

- G. High school students currently engaged in interscholastic and/or community athletic association competitions are ineligible to play on any soccer team. However, they may be placed on the roster providing they do not play until interscholastic competition has concluded. It is the manager's responsibility to notify the League Director when they sign up students who are temporarily ineligible to play.
- H. **ADD/DELETE FORMS:** Managers may add or delete players to their rosters until the third week of play using the add/delete form provided by the City of Moorpark. All add/delete forms must be turned into the City of Moorpark at least 1 business day prior to a team's next game. After the third week, players may only be added to teams under the following conditions:
1. A player may be added to replace an injured or ill player. The injured or ill player must provide written notice from his/her physician stating that he/she may not participate in the league due to the injury or illness. The replaced player may not return for the remainder of the season, including playoff and championship games.
 2. A player may be added to replace a player who has: a) had a change of a work schedule that prohibits them from participating in the league, b) is transferred to another geographical area, or c) has experienced a personal tragedy, such as a death in the family. The player being replaced may not return for the remainder of the season, including playoff and championship games.
 3. A player may not be added to the roster to replace a player once the team enters playoffs UNLESS the team would not have enough players to participate in the game.
- I. Players must participate in one-quarter (1/4) of league games to be eligible to play in playoff games.
- J. A player who has been formally suspended by another city, county, district, or agency for discipline problems in leagues outside the City shall not participate in a City of Moorpark league or tournament as long as said suspension is in effect.

Section III. Forfeits

- A. **Officials Fees:** A team who forfeits is responsible for payment of all officials' fees for the forfeited game. The team will have one week to pay the officials fees. If fees remain unpaid after one week, the fees will be deducted from the team's forfeit deposit or charged to the credit card listed on the forfeit fee form. If a team exceeds the amount needed in their forfeit deposit, or if a credit card charge is denied or reversed, the team will be expelled from the league. The team (including manager and all players) will be barred from further participation in City programs until all fees are paid.

- B. Game Schedules: All games must be played as scheduled. A team may avoid being charged the officials fees for a forfeit if the team manager notifies the League Director they will not be able to play the game at least 1 business day in advance. At the League Director's sole discretion, the game with either be ruled a forfeit, or rescheduled (with the agreement of the other team).
- C. Automatic Forfeits: Any team found to be playing a suspended or ineligible player shall forfeit all games in which said player participated.
- D. Practice Games: Following a declared forfeit, the teams may play a practice game if they wish. Practice games must conclude at least 10 minutes before the scheduled starting time for the next game. The assigned official will not officiate the practice game .

Section IV. Protests

- A. Protests shall not be received or considered if they are based on a complaint involving the accuracy of the official's judgment.
- B. Notification of intent to protest the interpretation of a rule by the official must be made with the official prior to the next goal, or the protest will not be received.
- C. Protests involving the eligibility of a player: once a formal protest has been made by a manager against a player, the player in question will be required to complete and sign the official protest form as their name appears on the team roster, and print their address and telephone number. The player in question must show a valid form of photo identification, such as a driver's license, to the official. It is the manager's responsibility to assist with this process. Protests involving eligibility of a player may be lodged at any time up to the last five minutes of the game. For play-off games, protests must be lodged PRIOR to the start of the game. No protest involving eligibility will be received after the game has concluded. Any player whose name and signature are not shown on that team's official league roster will be considered an ineligible player; a forfeit may be declared against the offending team.
- D. Use of protest to delay or hasten the game may result in forfeiture. (*S.C.M.A.F. Rules, Section II.*)
- E. All protests must be received, in writing, on an official protest form, by 6:00 p.m. the following business day at the Arroyo Vista Recreation Center, 4550 Tierra Rejada Road in Moorpark.
 - 1. All protests must be accompanied with a \$20 protest fee which is returned if the protest is granted; retained if invalid.
 - 2. Protests filed late and/or without the protest fee shall not be accepted.

- F. When a protest is accepted, the protested game may be concluded or replayed at the discretion of the League Director. The decision will be made within 7 business days.
- G. The final score, as approved by the official at the end of the game, is official. Protests about the accuracy of the final score shall not be considered.
- H. Procedure regarding alleged discrepancy in official score keeping during the game: The official suspends play until he or she rules on the official score.
- I. If after a receiving an unfavorable decision from the League Director as to their protest, a team may elect to have the decision reviewed by the following (in order):
 - 1. Parks & Recreation Director, and if upheld,
 - 2. Assistant City Manager

The decision of the Assistant City Manager shall be final and binding. No further review of the protest will be allowed.

Section V: Code of Conduct

Officials reserve the right to immediately eject any player or spectator from a game for any violation of the following. Additionally, at League Director's sole discretion, players or spectators may receive a minimum of a one game suspension, and up to a 5 year suspension, depending upon the nature and severity of the incident. League Director's decision is final; no appeals of decisions shall be considered.

NO PLAYER OR SPECTATOR SHALL:

- A. Endanger the safety of others, or perform objectionable demonstrations by throwing cleats, balls or other objects, or engaging any other forceful action.
- B. Verbally abuse an official for any real or alleged wrong decision or judgment before, during, or after a game or after league play is completed.
- C. Discuss a decision reached by an official, except with the team manager or assistant manager. Discussion by a player with an official regarding a decision is not allowed.
- D. Use unnecessary rough tactics in the play of the game against the body of an opposing player.
- E. Use profane, obscene, or vulgar language, or verbally attack any player, official, staff person, or spectator.
- F. Appear upon the field of play at any time under the influence of drugs or alcohol, or bring alcohol or drugs onto the park property, including parking lots.

- a. Any player or manager who drinks alcohol during a game will be ejected and is subject to suspension. Any official on site, the League Director and /or the Field Monitor may eject any player from any game if the player is observed drinking or in possession of alcohol during or after the game.
- G. Gamble upon any play or the outcome of the game.
- H. Smoke anywhere in the park, including parking lots.
- I. Discuss publicly with spectators or other players in a derogatory or abusive manner any play, decision, or personal opinion of other players, city staff members, or officials, during the game.
- J. Refuse to abide by an official's decision. Officials are required to immediately eject the player from further play and report the player to the league director. The player shall remain suspended until the League Director has considered his case. An ejected player receives a minimum of a one game suspension.
- K. Engage in unsportsmanlike conduct before, during, or after a game.
- L. Violate any federal, state, or local law or any City ordinance or park rule.

An automatic 1 season, and up to a 5-year, suspension applies to any player found to be in violation of the following. Player must apply for reinstatement after suspension.

NO PLAYER OR SPECTATOR SHALL:

- M. Physically attack, threaten, assault, or purposefully cause bodily harm to any player, official, staff person, or spectator. Officials are required to immediately suspend the player from further play and report said player to the League Director. Said player shall remain suspended until the League Director has considered the case and determined the length of suspension.

Section VI: Ejections

Any person ejected from a game is suspended from further participation in the City of Moorpark programs until the League Director determines disciplinary action (if any) based on the events surrounding the ejection. A person ejected from a game for any reason is automatically suspended from participating in their teams' next scheduled game. This includes coaching, sitting on the bench, or attending as a spectator. Any individual ejected from the game must leave the park within 60 seconds or a forfeit will be declared. The official may also declare a forfeit if the individual fails to comply with league rules. Any player ejected from two games during the season shall be suspended for the remainder of the season and further suspensions may be assessed at the discretion of the League Director.

Section VII: Disciplinary Sanctions

- A. A player is cautioned and shown the yellow card if they commit any of the following offences:
- Unsportsmanlike behavior.
 - Shows dissent by word or action to official's decision.
 - Persistently infringes the rules of the game.
 - Delays the restart of play.
 - Violation of a rule.

Any player receiving a yellow card will sit out for 5 minutes as required by the referee.

- B. A player is sent off and shown the red card if they commit any of the following offences:
- Is guilty of a serious foul play.
 - Is guilty of violent conduct.
 - Uses offensive, insulting or abusive language.
 - Receives a second yellow card in the same match.
 - Is observed drinking alcohol before, during, or after the game.
 - Serious violation of a rule.

Any player receiving a red card may not play for the remainder of the game or the team's next scheduled game. They will be asked to leave the playing area in order for the game to continue. No substitutes are allowed.

Any player who receives two red cards during the season will not be allowed to play for the remainder of the current season without refund.

There is a ZERO TOLERANCE POLICY towards fighting. Any player engaged in fighting will be suspended for the remainder of the season without refund.

Section VIII: Manager's Responsibilities

- A. The manager is responsible for instructing their team members on the contents of the Soccer Manager's Handbook, FIFA "Law of Game" laws and Cal South Soccer Rules, and City Park rules.
- B. The manager is responsible for informing their players of game times and locations, including rescheduled/relocated games and play-off games.
- C. The manager is responsible for submitting the team lineup on the scorecard and initialing the scorecard at the end of the game to ensure accuracy.
- D. The manager is responsible for the conduct of their team and spectators before, during, and after games. They are further responsible for assisting game officials,

when necessary, in controlling their players and spectators.

- E. The manager is responsible for notifying the League Director of address and telephone number changes for players.
- F. The manager assists game officials, when asked to do so, in the administration of all City of Moorpark and FIFA/Cal South soccer rules.
- G. The assistant manager assumes all the manager's responsibilities in his/her absence.

Section IX: The Game

- A. Play will be divided into (2) 25-minute halves with a 5-minute halftime.
 - Overtime Periods:
There will be no overtime periods in regular league matches. Semifinal and final matches will go straight into penalty kicks if the game is a tie at the end of regulation time. View "Overtime and Shootout" for details on rules.
- B. A running clock will be maintained by the referee. The referee has the right to stop the clock during injury time.
- C. Prior to the game, team managers and players must complete a Game Score Card and return it to the official.
- D. The official will whistle the ball into play. The kickoff must be taken from the center of the field. Each team must be on their own half, and the defensive team must be 10 yards off the ball at the time of the kickoff. The player who kicked off the ball may not touch the ball until another player touches the ball.
- E. Any player who commits a foul may be penalized by awarding a DIRECT or INDIRECT FREE KICK to the opposing team which will be taken at the spot of the foul (excluding penalty kicks). All opposing players must be no closer than 5 yards of ball prior to kick. If a foul has been committed in the penalty area, a penalty kick will be awarded.

Coed Rule: In the case of a penalty kick, the person taking the kick must be of the same gender as the person who was fouled originally. (Example: a female is fouled in the penalty area, the penalty kick must be taken by a female)

- F. Fouls are accumulated each half. On the 10th foul issued to a team, the opposing team will shoot a penalty. Fouls restart at the beginning of each half.
- G. No Slide Tackling or Playing the ball on the Ground – Penalized as an Indirect Free Kick. Referees may issue a yellow or red card depending on rough play at their discretion.

- H. Any player deliberately attempting to prevent a shot on goal using his/her hands on the ball will receive a yellow card (subject to a 5-minute suspension) and the attacking team will be awarded a penalty kick.
- I. There will be NO offsides.
- J. Substitutes are unlimited and can be done at any dead ball with the permission of the referee.
- K. Any player can throw or kick the ball pass the midfield at any time without restrictions with the exception of the goalkeeper (please review Goalkeeper rules under the Players section).

X. Standings and Tie Breaking Procedures

- A. The following point system will be utilized for standings:
Win = 3 Points Loss: 0 Points Tie: 1 Point
- B. The following procedure is used to determine final league standings when two (2) or more teams are tied:
 - 1. Head-to-head record in games played between teams tied.
 - 2. Overall differential in "Goals For" minus "Goals Against".
 - 3. Head-to-head differential in "Goals For" minus "Goals Against".
 - 4. Coin Toss

XI. Overtime and Shootouts (Penalties)

- A. Playoff games ending in a tie at the end of regulation will directly go into shootouts.
- B. If neither team scores during regulation time, penalty kicks will take place:
 - 1. Any five players from each team, that were on the field at the end of the second half, will be selected by the team to shoot.
 - 2. The goalkeepers will be the same as the goalkeepers from the end of the second half.
 - 3. There will be a coin flip at the end of the second half and the winner chooses to kick first or second.
 - 4. Each team has a total of 5 penalty kicks and will alternate each shot. Ball will be placed 7 yards from the goal line. Referee will use paces to measure.
***Coed Rule:** If in the overtime period a shootout occurs, teams must alternate shots on goal between male and female players.
 - 5. The kicker must wait for the official to start the play on each kick.

6. If the score is tied at the end of the shootout, a sudden death shootout will be held, with any player on the field will be eligible to shoot. A player may not shoot twice unless all other players have shot once.
7. The sudden death shootout will have each team alternate kicks until one of the teams misses a shot.

XII. The Players

- A. All players must be 18 years of age or older and must carry photo ID.
- B. A regulation team consists of 7 players (one of which will be the goalkeeper). A team may start with a minimum of 5 players. If a player has been disqualified (red card), or 2 yellows resulting in a red card, they will not be allowed a replacement.
- C. For Coed: Each team will field 7 players (3 females, 4 males, or 4 females, 3 males) at any one time. **A minimum of 2 females must be on the field at all times.**
- D. The official will start the game clock as scheduled but provide teams with fewer than (5) players, a ten (10) minute grace period, to produce the minimum required five (5) players before a forfeit is awarded to the opposing team, with the resulting score registered as a 3-0 result.
- E. When a player has been cautioned (yellow card), they are subject to a FIVE (5) minute suspension. Each team may substitute one player for each player cautioned. Goalkeepers must serve their own suspension if given a card.
- F. All players must be signed in on the Game Score Card before the match in order to play.**
- G. Goalkeepers are not allowed to punt the ball across the midfield line (center line). A field player must touch the ball before the ball crosses the center line. Violation of this rule is a direct kick that will be awarded to the opposing team at the midfield line.
- H. Goalkeepers may NOT pick up the ball if intentionally passed to him from the feet of his own teammate.
- I. Goalkeepers must release the ball within five (5) seconds after gaining possession and returning to their feet.

XIII. Equipment – Ball and Players

- A. Size 5 soccer ball will be used. Both teams must present a ball at the beginning of the game. Both teams must agree on the ball to be used and it must be approved by the game officials.
- B. Molded cleats, turf shoes, or regular athletic footwear are acceptable. Metal spikes or cleats with metal tips are prohibited.
- C. Shin guards are MANDATORY and must be worn when playing.
- D. Teams must wear uniforms of matching color and must have numbers. No two players may have identical uniform numbers while both players are playing at the same time. Clothing with inappropriate or obscene language or graphics is not permitted.
- E. In the event of similar colors, the away team will be asked to wear a different color (pinnies if available).
- F. Goalkeepers must be in a different colored shirt than both competing teams.
- G. Jewelry, of any kind, is not allowed to be worn during games. Only safety glasses may be worn on the field.
- H. The field size is 80 yards by 40 yards.

XIV. Officials

- A. It is the duty of the official to administer decisions of the game in accordance with the league rules adopted.
- B. The official is responsible for keeping score as well as officiating.
- C. All league games are under the direction of the official. Only the team manager or assistant manager may discuss decisions with the official during the game.
- D. Official's Fees: Each team is required to pay the officials before the start of each game. Failure to pay official's fee may result in team forfeit at the official's discretion.

XV. Postponed, Protested, or Suspended Game Procedures

- A. Postponed Games: Games not defined as regulation that are postponed by the League Director or called by the official, may be rescheduled on the first available date of the season; such games shall be replayed in their entirety.
- B. Protested Games: When a protest is upheld for misinterpretation of a playing rule, the game is replayed from the point at which the incorrect decision was

made with the decision corrected. A player who was not in the game prior to the protest may replace a player not able to attend the rescheduled game. No player removed prior to the protest may be returned to the lineup. All players listed on both teams' current league rosters are eligible to play for the scheduled replay subject to City of Moorpark and FIFA "Law of Game" laws and Cal South Rule Book governing substitution.

- C. SPECIAL NOTE: On all postponed, protested, or suspended games, or tie breaking games the league reserves the right to reschedule only those games which effect trophy and/or playoff positions in the league standings. Games may be scheduled on different nights than which a team normally plays.

XVI. Field Conditions

Fields are closed in the event of rainy or wet conditions. Team managers may obtain field condition information online at www.moorparkca.gov/fields or by calling the main office at (805) 517-6300 between 2:00 and 5:00 p.m. No report will be available before 2:00 p.m.

In the event of inclement weather, the fields will be closed. The city does not contact managers with field conditions unless games will be canceled.

XVII. League Director

- A. Recreation Coordinator assigned to adult sports programs shall serve as the League Director. In the absence of the Recreation Coordinator, the Recreation Supervisor shall serve as the League Director.
- B. The League Director reserves the right to rule on any situation not specifically mentioned in the league rules.
- C. The League Director reserves the right to suspend an individual or team from league play whose conduct is detrimental to the safety and success of the program.
- D. The League Director reserves the right to interpret league rules in a manner she or he deems fair and equitable in accordance with the goals and objectives of the City of Moorpark.

Best of luck this season!