

Coach Meeting U9-U11

April 14, 2025



Thank You For Volunteering!

**Without Coaches Like You There
Would Not be a Program**



Agenda

- > About SWEMSA
- > Rules and Policies
- > Reporting Incidents and Injuries
- > Training
- > Schedules
- > Tournaments
- > Questions



About SWEMSA

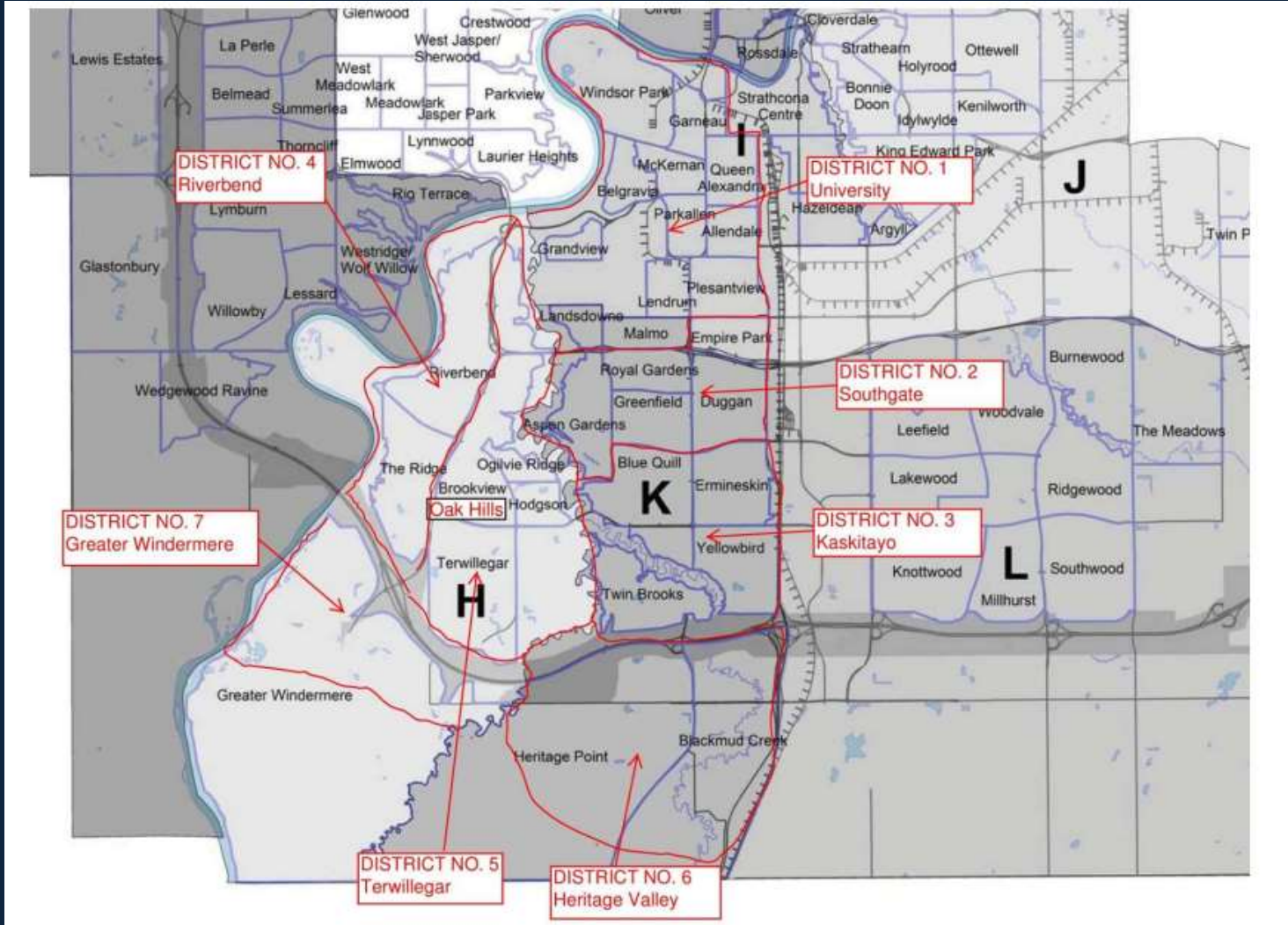
EMSA Southwest (SWEMSA) is the Southwest zone of the Edmonton Minor Soccer Association (EMSA). We are a non-profit group that organizes and administers youth soccer programs for 31 communities in Southwest Edmonton, which are divided into 7 districts.

SWEMSA is run by a volunteer board of directors made up of members from all over the communities of SW Edmonton.

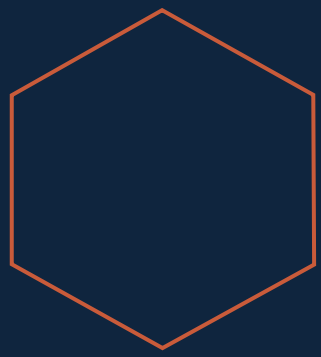
The affiliated premier program is the Sting FC.



District and Community Map



SWEMSA Board



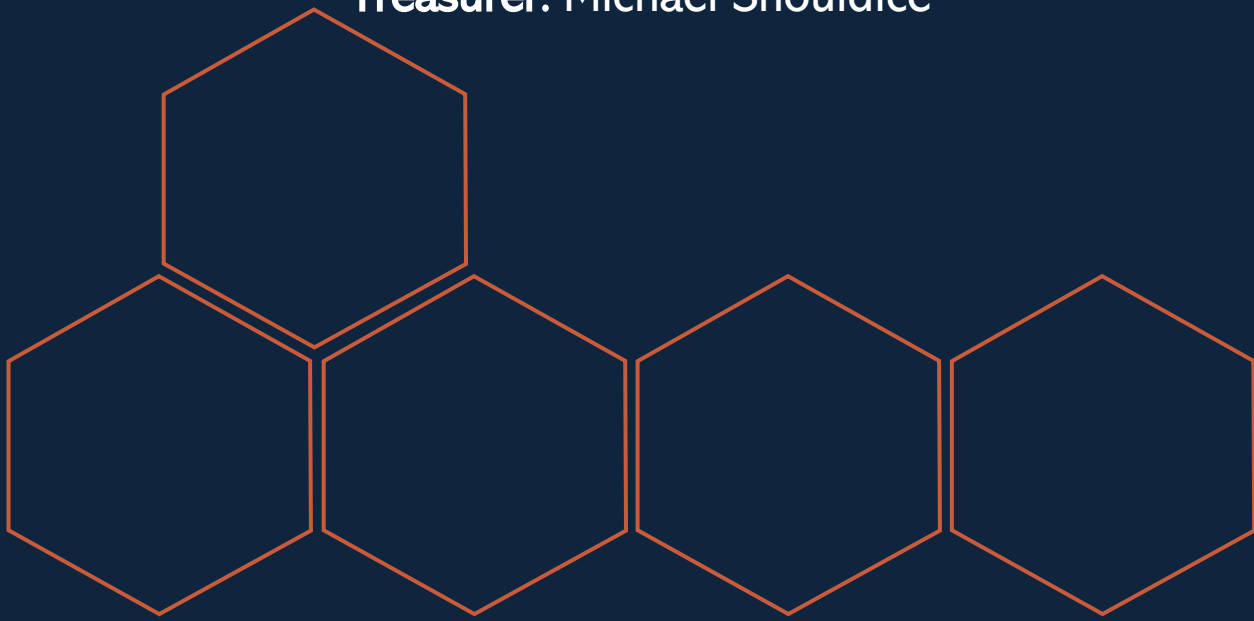
Executives:

President: Mary Hilbrecht

Vice President: Jaspreet Atwal

Secretary: Charlane Gorsak

Treasurer: Michael Shouldice



District Directors:

District 1 (University): Julie Beschell

District 2 (Southgate): Brad Kring

District 3 (Kaskitayo): Humberto Capriz

District 4 (Riverbend): Joe Spear

District 5 (Terwillegar): Neal Fong

District 6 (Heritage Valley): Eric Mahabir

District 7 (Greater Windermere): Trevor Silvey

Premier Program (Sting FC): Matt Harris



SWEMSA Age Level Directors

- **U5 Age Level Director**
Vacant
 - **U7 Age Level Director**
Vacant
 - **U9 Boys Age Level Director**
Vacant
 - **U9 Girls Age Level Director**
Vacant
 - **U11 Boys Age Level Director**
Vacant
 - **U11 Girls Age Level Director**
Julie Beschell
 - **U13 Age Level Director**
Michael Schouldice
 - **U15 Age Level Director**
Jaspreet Atwal
 - **U17 Age Level Director**
Charlane Gorsak
 - **U19 Age Level Director**
Charlane Gorsak
-
- Age Level Directors are volunteers that act as a liaison between the SW Zone Board and the communities on matters pertaining to the respective age group.
 - Main contact for Coaches: Address any issues with ALD first.
 - Assist in outdoor schedule groupings and team formation issues resolution.

SWEMSA Community Coordinators

- **Allard:** Jessica Pittis
- **Aspen Gardens:** Alan Clark
- **Belgravia:** Mike Blennerhassett
- **Blackmud Creek:** Courtney Wright
- **Blue Quill:** Sharlene Kline
- **Duggan:** Brad Kring
- **Empire Park:** Brad Kring
- **Grandview Heights:** Anning Chan
- **Greenfield:** Melissa van der Gugten
- **Heritage Point:** Michael Dickie
- **Lansdowne:** Alyssa Lewis
- **Lendrum:** Julie Moehler
- **Parkallen:** Julie Beschell
- **TRSA (Riverbend, Terwillegar, and Greater Windermere):** Neal Fong/Trevor Silvey/Joe Spear
- **Queen Alexandra:** Katrina Semeniuk
- **Windsor Park:** Joel Thompson
- **Yellowbird:** Humberto Capriz

A white hexagonal logo with a black border, containing the text "SWEMSA Admin" in bold black font.

**SWEMSA
Admin**

Vanessa Ruppert
Operations Coordinator
operations@swemsa.org

Anika Louie
Zone Administrator
zone.administrator@swemsa.org

(780) 436-3611

Communication Path

Start by contacting your
Community Coordinator and/or Age Level Director



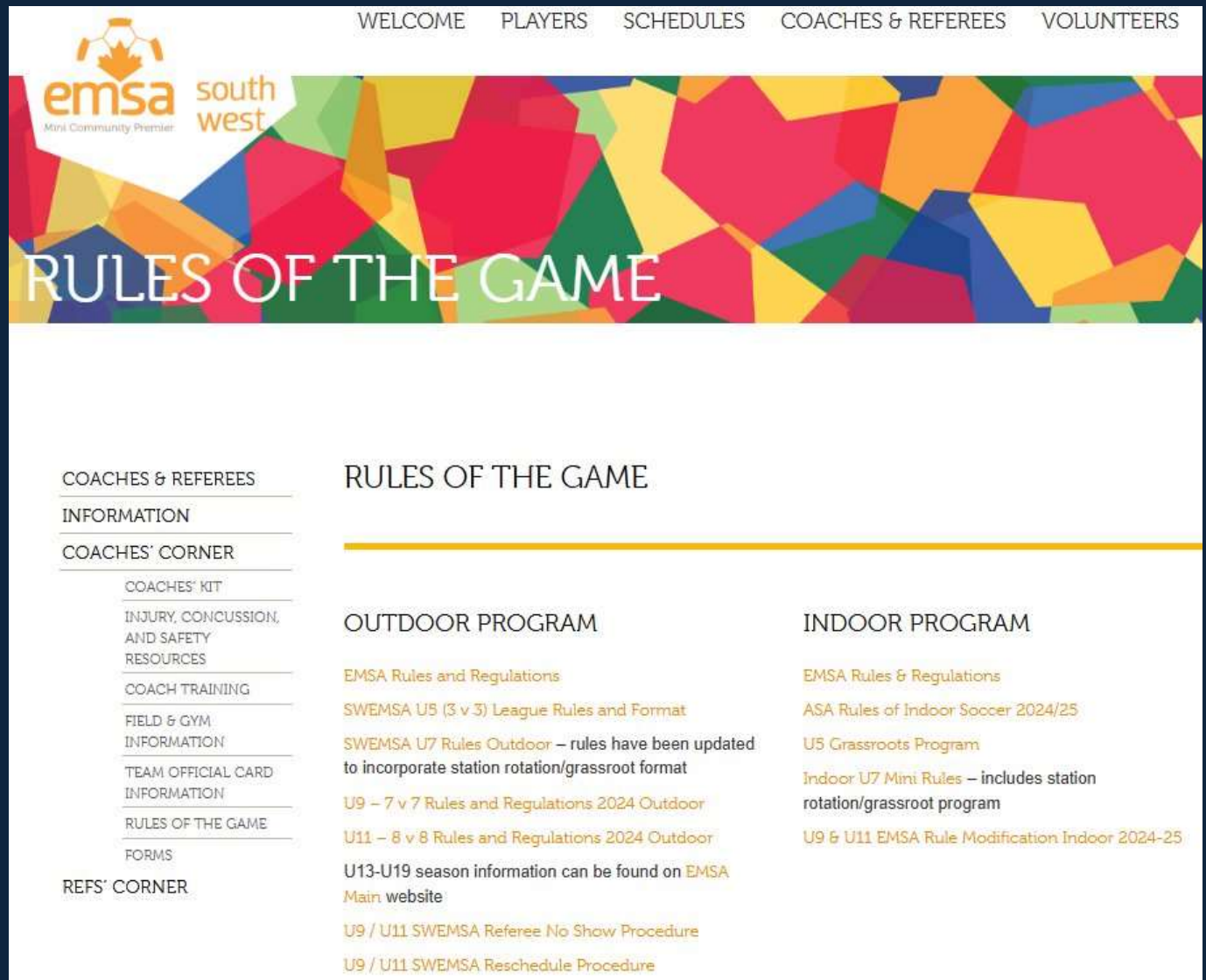
If you need further guidance, contact your
District Director



If further help is needed, contact the
SWEMSA Office



Rules



WELCOME PLAYERS SCHEDULES COACHES & REFEREES VOLUNTEERS

emsa south west
Mini Community Premier

RULES OF THE GAME

COACHES & REFEREES INFORMATION COACHES' CORNER

- COACHES' KIT
- INJURY, CONCUSSION, AND SAFETY RESOURCES
- COACH TRAINING
- FIELD & GYM INFORMATION
- TEAM OFFICIAL CARD INFORMATION
- RULES OF THE GAME
- FORMS

REFS' CORNER

RULES OF THE GAME

OUTDOOR PROGRAM

- [EMSA Rules and Regulations](#)
- [SWEMSA U5 \(3 v 3\) League Rules and Format](#)
- [SWEMSA U7 Rules Outdoor – rules have been updated to incorporate station rotation/grassroot format](#)
- [U9 – 7 v 7 Rules and Regulations 2024 Outdoor](#)
- [U11 – 8 v 8 Rules and Regulations 2024 Outdoor](#)
- [U13-U19 season information can be found on EMSA Main website](#)
- [U9 / U11 SWEMSA Referee No Show Procedure](#)
- [U9 / U11 SWEMSA Reschedule Procedure](#)

INDOOR PROGRAM

- [EMSA Rules & Regulations](#)
- [ASA Rules of Indoor Soccer 2024/25](#)
- [U5 Grassroots Program](#)
- [Indoor U7 Mini Rules – includes station rotation/grassroot program](#)
- [U9 & U11 EMSA Rule Modification Indoor 2024-25](#)

Coaches need to be familiar with the rules and EMSA rulebook

Note about the Rules

EMSA U9 and U11 rules are modified Alberta U9 and U11 rules

Most notable is the **Retreat Line**

- EMSA rules state 1/3 (one-third).

Some Referees were trained to the Alberta Soccer Rules

- Retreat line at the half.
- Please talk with the referee before starting to game to ensure they are aware of this change.
- Coaches need to be familiar with the rules.

Respect the Referees

Most are Young Adults Trying Their Best

NEW 2025 - U11 Format is 9V9

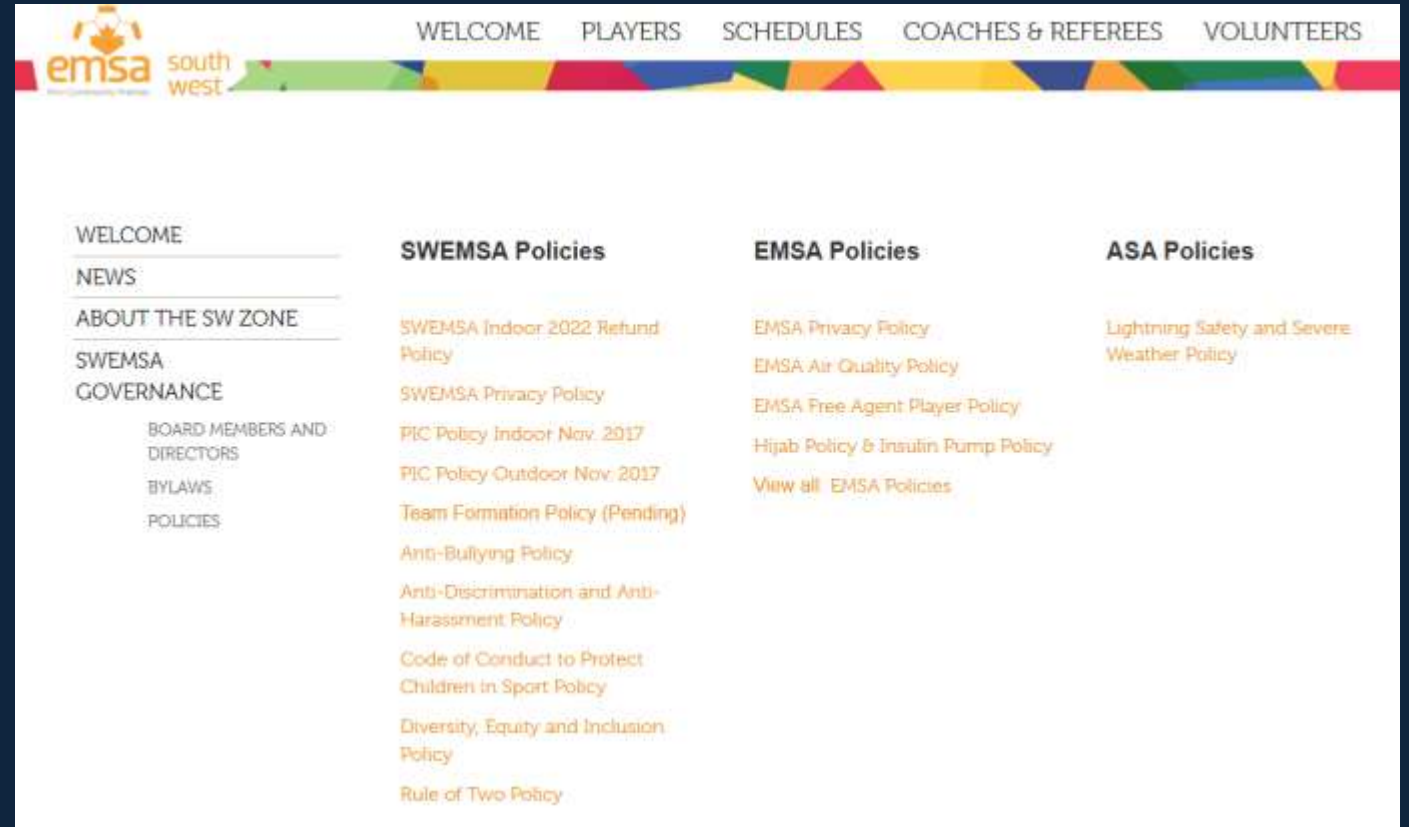


Policies

All of the following policies can be found at:

<https://emsasouthwest.com/about/governance/policies/>

- Anti-Bullying
- Anti-Discrimination/Harassment
- Code of Conduct to Protect Children in Sport
- Diversity, Equity and Inclusion
- Rule of Two



The screenshot shows the website for EMSA South West. At the top, there is a navigation bar with links for WELCOME, PLAYERS, SCHEDULES, COACHES & REFEREES, and VOLUNTEERS. Below this is a colorful banner with the EMSA South West logo. The main content area is divided into four columns. The first column contains a vertical navigation menu with links for WELCOME, NEWS, ABOUT THE SW ZONE, SWEMSA GOVERNANCE, BOARD MEMBERS AND DIRECTORS, BYLAWS, and POLICIES. The second column, titled 'SWEMSA Policies', lists several documents: SWEMSA Indoor 2022 Refund Policy, SWEMSA Privacy Policy, PIC Policy Indoor Nov. 2017, PIC Policy Outdoor Nov. 2017, Team Formation Policy (Pending), Anti-Bullying Policy, Anti-Discrimination and Anti-Harassment Policy, Code of Conduct to Protect Children in Sport Policy, Diversity, Equity and Inclusion Policy, and Rule of Two Policy. The third column, titled 'EMSA Policies', lists: EMSA Privacy Policy, EMSA Air Quality Policy, EMSA Free Agent Player Policy, Hijab Policy & Insulin Pump Policy, and a link to View all EMSA Policies. The fourth column, titled 'ASA Policies', lists: Lightning Safety and Severe Weather Policy.



Policies

Rule of 2 - Keeps both team officials and players safe.
Coaches are never to be alone with a player.

RULE OF TWO

The goal of the **Rule of Two** is to ensure all interactions and communications are open, observable and justifiable. Its purpose is to protect participants (especially minors) and coaches in potentially vulnerable situations by ensuring more than one adult is present. There may be exceptions for emergency situations.

GOOD RULE OF TWO IMPLEMENTATION PRACTICES

- The coach is never alone and out of sight with a participant without another screened coach or screened adult (parent or volunteer) present.
- Allow training environment to be open to observation.
- Ensure a participant rides in a coach's vehicle with another adult present.
- Consider the gender of the participant(s) when selecting the screened coaches and volunteers who are present.
- Eliminate one-to-one electronic messaging. Ensure that all communications are sent to the group and/or include parents.

Learn more: coach.ca/responsiblecoaching



Coaches Code of Conduct

EMSA South West's Code of Conduct is to establish a clear set of guidelines for coaches, players and parents/guardians. The primary goal is to help ensure that soccer is a fun, positive and enjoyable experience.

Our Code of Conduct is based on the concept of fair play, defined by four basic principles:

1. Respect for the rules
2. Respect for the referees and their decisions
3. Respect for all participants, including team-mates, coaches and opponents
4. Maintaining self-control at all times

It is important that all participants understand and follow this Code of Conduct when participating in league activity. Please keep this Code of Conduct handy. It is to be followed at all times, by all.

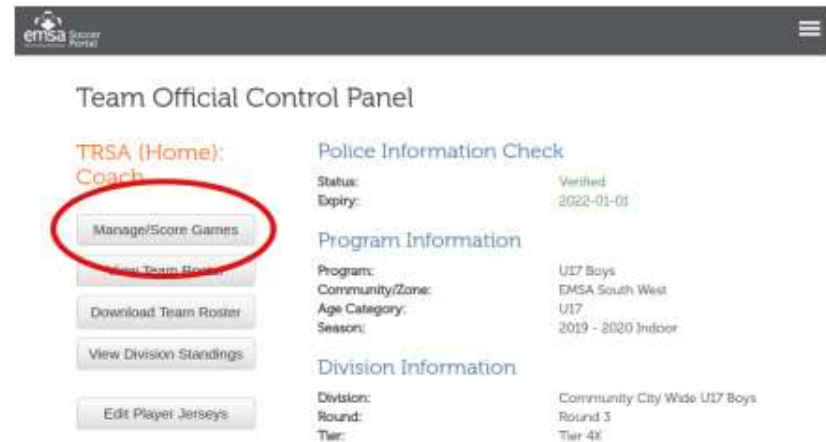
Coach/Assistant Coach/Manager Code of Conduct

- 1) At all times I will show respect for my players, the coaching team, referees, parents, and opposing players/coaches.
- 2) I will work in cooperation with referees for the benefit of the game.
- 3) I will remember that players play to have fun and must be encouraged to have confidence in themselves.
- 4) I will remember that participants need a coach they can respect. I will use positive reinforcement and set a good example.
- 5) I will ensure that all players receive equal instruction and support.
- 6) **Players on recreational teams should receive equal playing time.**
- 7) I will be on time and prepared for games and practices.
- 8) I will teach my players to play fairly and to respect the rules, referees and our opponents.
- 9) I will be selective in the amount of instructions I give players during the game.
- 10) I will make sure that equipment and facilities are safe and match the players' ages and abilities.
- 11) I will be reasonable when re-scheduling games and practices, remembering that the players and their families have other obligations.
- 12) I will inform parents/guardians of any injuries their son/daughter may have suffered.

Game sheet Procedure

Both the home team and the away team are required to log into the EMSA Portal and download their own individual game sheet for each and every game.

• **Step 1:** Log into the EMSA Portal. Ensure your "role" is selected as "team official" and then click on the "Manage/Score Games" button in the Team Official Control Panel. Note: only team officials who are listed on the EMSA Portal Roster will be able to log in and see this info.



The screenshot shows the 'Team Official Control Panel' interface. On the left, there are several buttons: 'Manage/Score Games' (circled in red), 'Download Team Roster', 'View Division Standings', and 'Edit Player Jerseys'. On the right, there are sections for 'Police Information Check', 'Program Information', and 'Division Information'.

• **Step 2:** Find the game in the table and click the "Download" link under the "Game Sheet" column and the game sheet will automatically download.



Home / Manage Scores/Games

Manage Scores/Games

DATE	TIME	HOME TEAM	SCORE	VISITING TEAM	FIELD	MAP	TYPE	STATUS	DAIRY SHEET	YELLOW CARDS	SUSPENSIONS
Sat, Jan 19	2:15 pm		1 - 0	TRSA (Home)	Edmonton Soccer Center East, 2	Map	Regular	Completed	Download		
Sat, Jan 19	11:30 am	TRSA (Home)		TRSA (Away)	Edmonton Soccer Center South Crestwood, 12	Map	Regular	Completed	Download		
Sat, Jan 19	1:10 pm	TRSA (Home)			Edmonton Soccer Center West Maxwell, 3	Map	Regular	Scheduled	Download		
Sat, Jan 26	2:30 pm			TRSA (Home)	Edmonton Soccer Center South Crestwood, 12	Map	Regular	Scheduled			

*Prior to the season commencing, a team official who is on the roster must log into the EMSA Portal and enter all their player's jersey numbers into the system. This only must be done once at the start of the season, not for every game. You can go back in and edit as necessary if player's jersey numbers change or if you add a new player.



Game Sheet/Scores Procedure

U9

- No scores are entered (only email in game sheets).
- Mercy rule in affect.
- When submitting your game sheets, please note actual score in the email as this is used in re-grouping for Round 2.

U11

- Enter score into the system **AND** email in game sheets.
- Mercy rule in affect when entering score in the system.
- When submitting your game sheet, please note actual score in the email if it is not noted on the game sheets – this is used to re-tier for the next round.

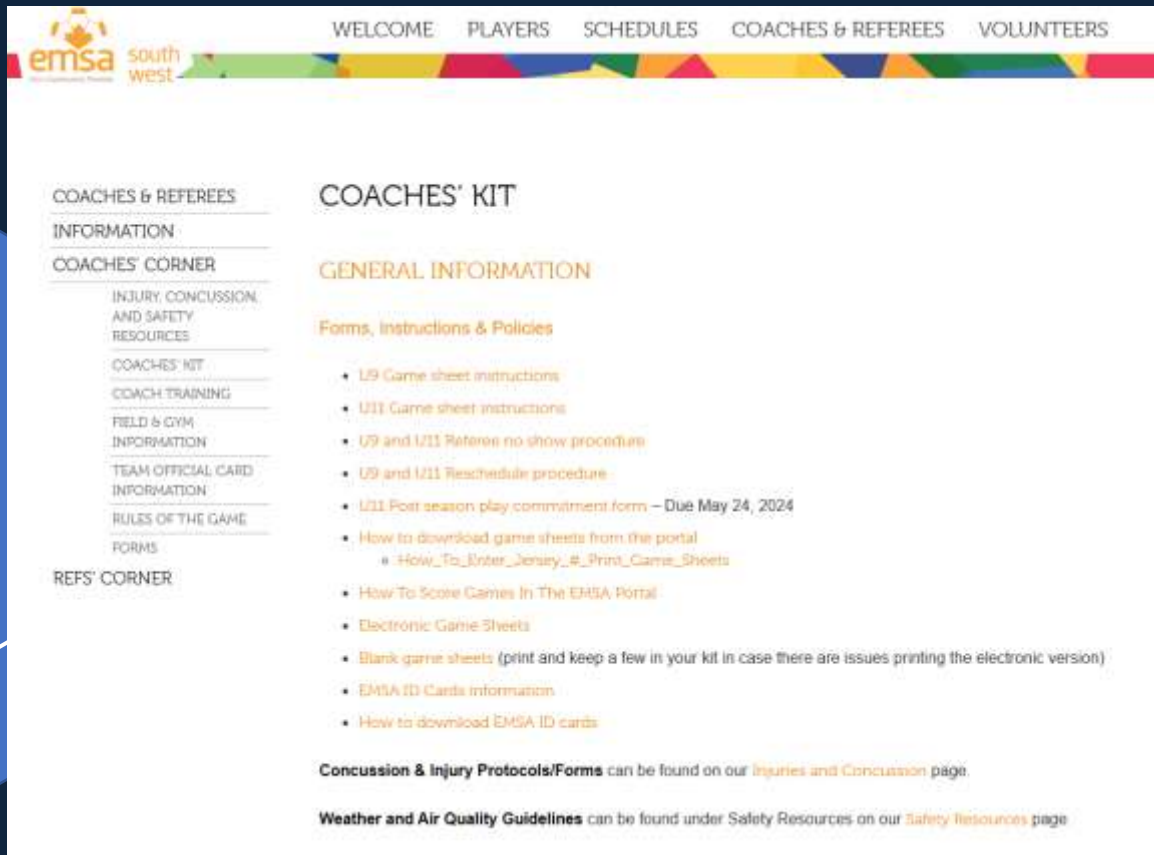
Note: any delays in submitting game sheets or entering scores in the system will affect when the schedule is released for the next round.

Mercy rule: no greater than 5 a point differential.

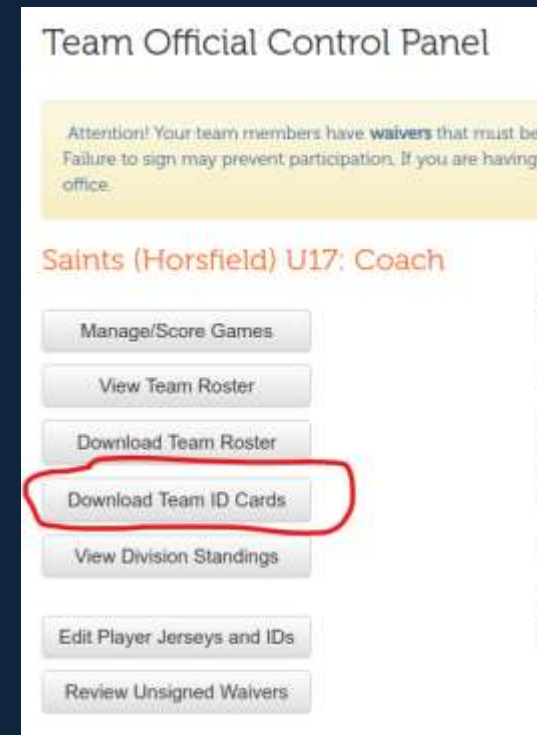


EMSA ID Cards

- Application is online
- EMSA ID card is an e-card (found online) *Change the screenshot to EMSA website*



How to download team cards from portal:



EMSA ID cards

- U9 and U11 team officials on a roster need EMSA ID card
- **Apply before Friday April 22** otherwise, you won't be able to participate until you have one

EMSA I.D. cards are required for the first game. There is no grace period for missing/not processed cards. If you use a player or team official that has no EMSA I.D. card then your team will forfeit that game.

. PLAYER - EMSA I.D. Cards Required for the following groups:

Age Group	Community Teams	Tier 1	Tier 2	Tier 3
U9				
U11		✓	✓	✓
U13	✓	✓	✓	✓
U15	✓	✓	✓	✓
U17	✓	✓	✓	✓
U19	✓	✓	✓	✓

. Team Official - EMSA I.D. Cards Required for the following groups:
(coach, assistant coach & manager all need cards)

Age Group	Community Teams	Tier 1	Tier 2	Tier 3
U9	✓	✓	✓	✓
U11	✓	✓	✓	✓
U13	✓	✓	✓	✓
U15	✓	✓	✓	✓
U17	✓	✓	✓	✓
U19	✓	✓	✓	✓

How to download team cards from portal:

Team Official Control Panel

Attention! Your team members have waivers that must be signed. Failure to sign may prevent participation. If you are having trouble, please contact the office.

Saints (Horsfield) U17: Coach

- Manage/Score Games
- View Team Roster
- Download Team Roster
- Download Team ID Cards**
- View Division Standings
- Edit Player Jerseys and IDs
- Review Unsigned Waivers

Referees/Referee Payment

Referees are assigned by SWEMSA

HOME team is responsible to pay referee

- Method of payment – contact your community coordinator

Referees are paid if they show up to your game

- Exception is when the City closes the fields

Always show up to the field if the fields are open

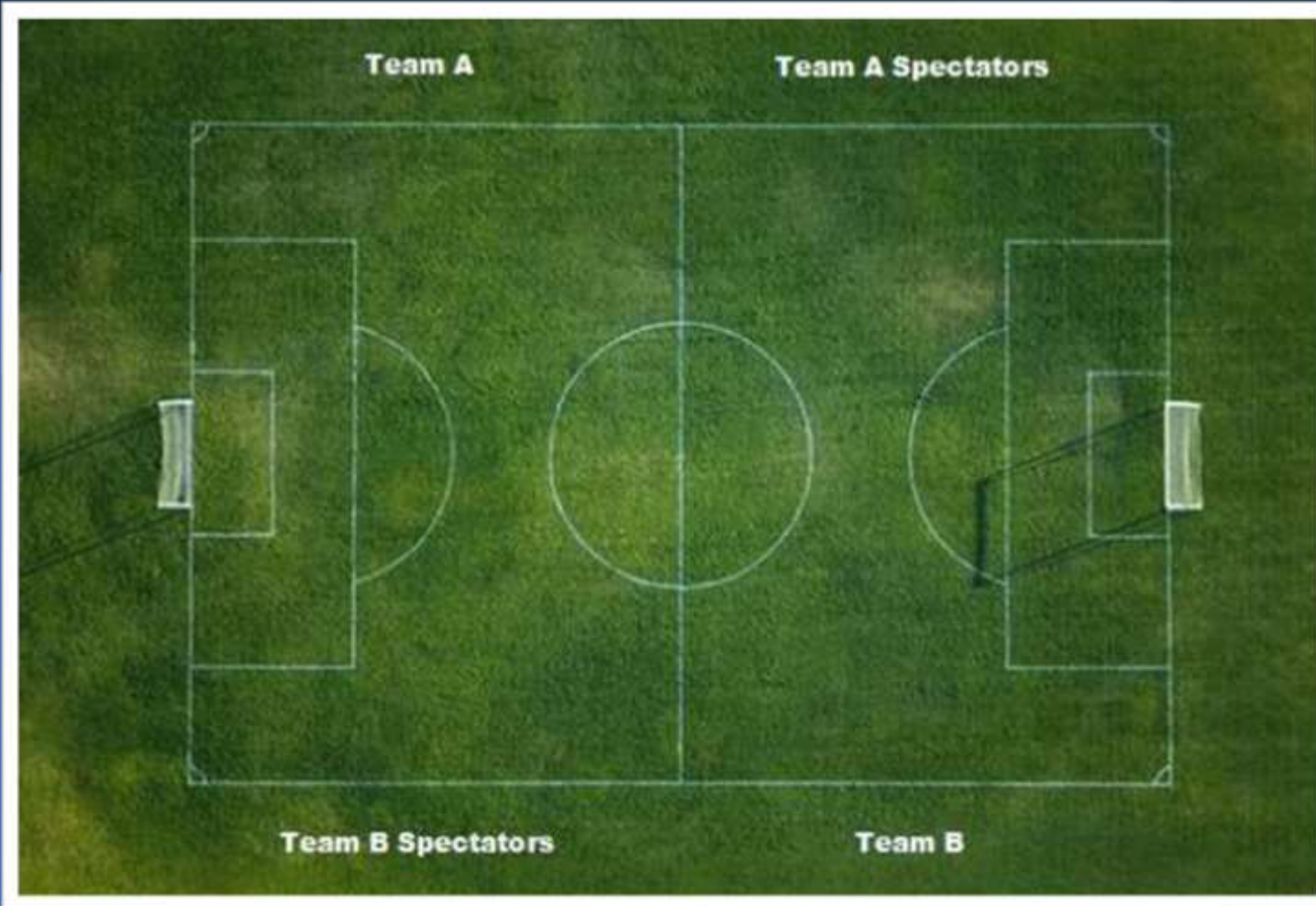
- It is the discretion of the referee if the game is called off due to safety/weather

Referee No-Show

- Both teams can decide to proceed with the game and the score stands (a referee designate from each team referees a half) OR
- Teams follow reschedule procedure (no scrimmaging allowed otherwise it is considered a game and the score stands)



Spectator and Team Location



- Home team decides the side their team and parents will be on
- Visiting team must go to other side
- Players/officials on one side of centre, parents/spectators opposite
- Try to mark off (with cones) a technical area on either side of the center flag
- Coaches are not permitted to run along the sideline
- Place center flag 3 feet off the sideline

Discipline Committee

The Discipline Committee was formed to make sure reported incidents are followed up with and investigated if needed.

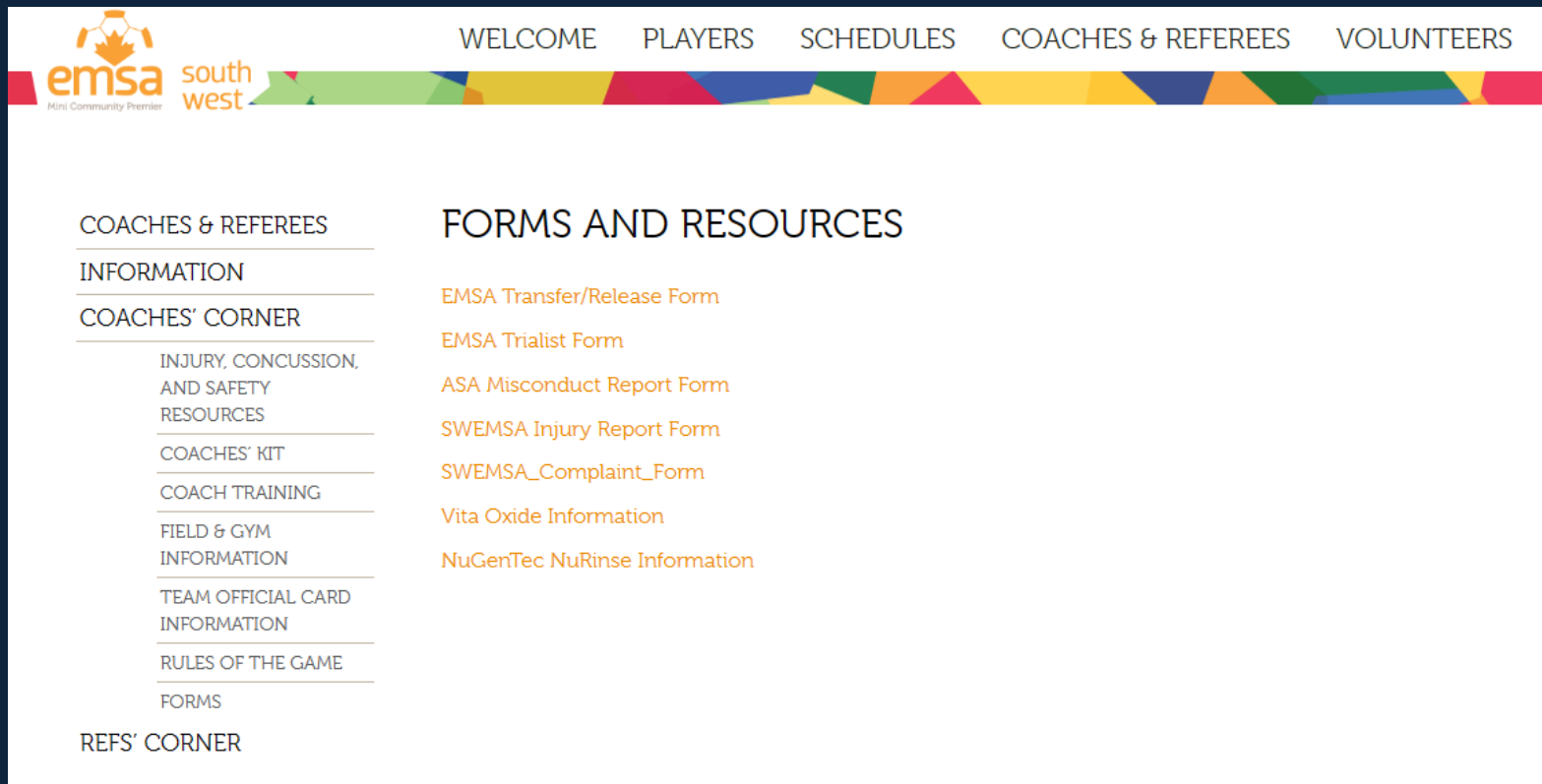
Contact: discipline@swemsa.org



See next slide for more information

How to Report Concerns to Discipline Committee

- Fill out the complaint form.
- Email to operations@swemsa.org.
- Complaint will be brought to discipline committee if needed.



The screenshot shows the EMSA South West website. The top navigation bar includes: WELCOME, PLAYERS, SCHEDULES, COACHES & REFEREES, VOLUNTEERS. The left sidebar menu includes: COACHES & REFEREES INFORMATION, COACHES' CORNER (with sub-items: INJURY, CONCUSSION, AND SAFETY RESOURCES, COACHES' KIT, COACH TRAINING, FIELD & GYM INFORMATION, TEAM OFFICIAL CARD INFORMATION, RULES OF THE GAME, FORMS), and REFS' CORNER. The main content area is titled 'FORMS AND RESOURCES' and lists the following links: EMSA Transfer/Release Form, EMSA Trialist Form, ASA Misconduct Report Form, SWEMSA Injury Report Form, SWEMSA_Complaint_Form, Vita Oxide Information, and NuGenTec NuRinse Information.



Weather/Air Quality

COACHES & REFEREES

INFORMATION

COACHES' CORNER

INJURY, CONCUSSION,
AND SAFETY
RESOURCES

COACHES' KIT

COACH TRAINING

FIELD & GYM
INFORMATION

TEAM OFFICIAL CARD
INFORMATION

RULES OF THE GAME

FORMS

REFS' CORNER

SAFETY RESOURCES

REPORTING INAPPROPRIATE CONDUCT

Steps for reporting inappropriate
conduct

PLAYER AND ENVIRONMENTAL SAFETY

CSA Guide to Safety

CSA Rule of Two Guidelines

Rule of Two Infographic

Rule of Two in a Virtual Setting

Culturally Responsive Coaching

ASA Air Quality Guidelines

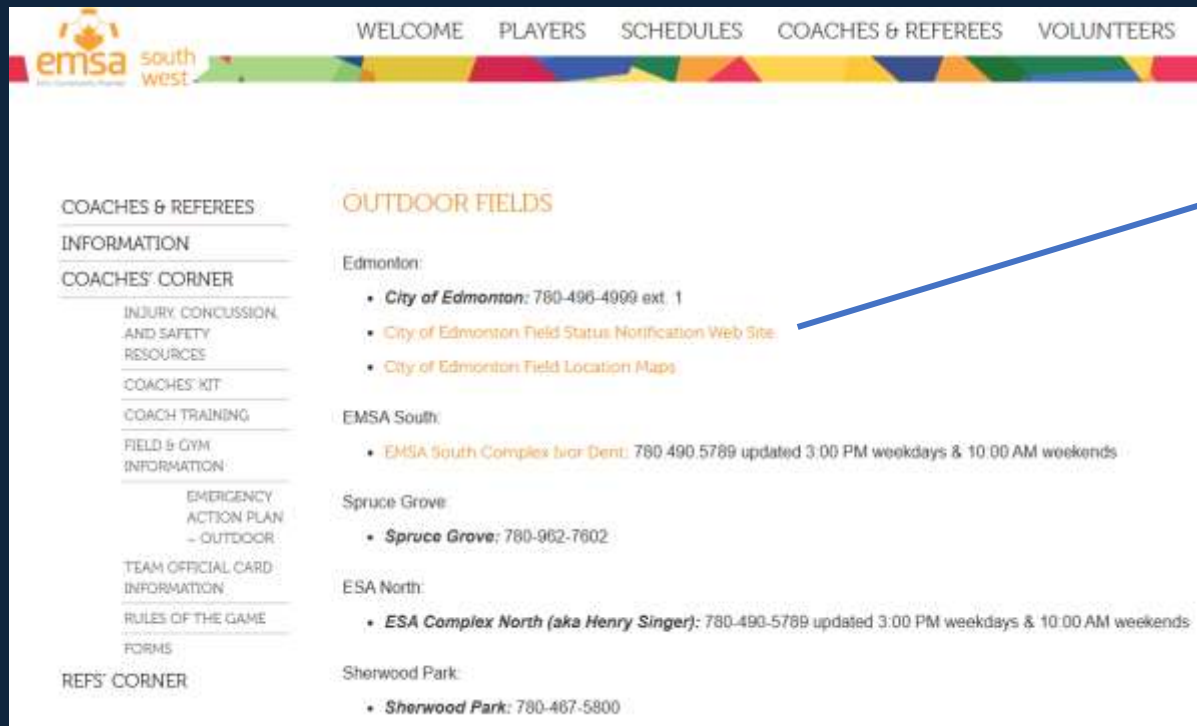
ASA Severe Weather Policy

ASA Field Safety Checklist

ASA Concussion Policy

EMSA Air Quality Policy

City of Edmonton Fields and Field Closures



The screenshot shows the EMSA South West website with a navigation menu at the top: WELCOME, PLAYERS, SCHEDULES, COACHES & REFEREES, VOLUNTEERS. On the left is a sidebar with links for COACHES & REFEREES, INFORMATION, COACHES' CORNER, INJURY, CONCUSSION, AND SAFETY RESOURCES, COACHES' KIT, COACH TRAINING, FIELD & GYM INFORMATION, EMERGENCY ACTION PLAN - OUTDOOR, TEAM OFFICIAL CARD INFORMATION, RULES OF THE GAME FORMS, and REFS' CORNER. The main content area is titled "OUTDOOR FIELDS" and lists contact information for three locations: Edmonton, EMSA South, and Sherwood Park. A blue arrow points from the "City of Edmonton Field Status Notification Web Site" link in the Edmonton section to the right-hand screenshot.

emsa south west

WELCOME PLAYERS SCHEDULES COACHES & REFEREES VOLUNTEERS

COACHES & REFEREES INFORMATION COACHES' CORNER

INJURY, CONCUSSION, AND SAFETY RESOURCES

COACHES' KIT

COACH TRAINING

FIELD & GYM INFORMATION

EMERGENCY ACTION PLAN - OUTDOOR

TEAM OFFICIAL CARD INFORMATION

RULES OF THE GAME FORMS

REFS' CORNER

OUTDOOR FIELDS

Edmonton:

- **City of Edmonton:** 780-496-4999 ext. 1
- **City of Edmonton Field Status Notification Web Site**
- **City of Edmonton Field Location Maps**

EMSA South:

- **EMSA South Complex (birch Dent):** 780 490 5789 updated 3:00 PM weekdays & 10:00 AM weekends

Spruce Grove:

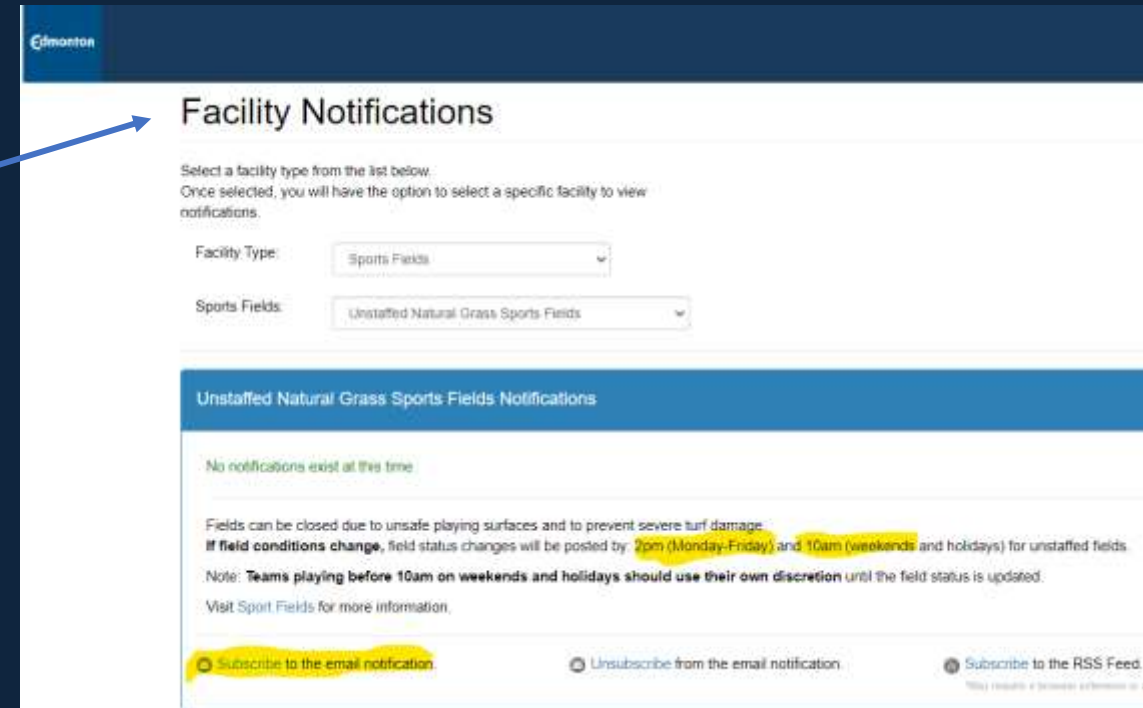
- **Spruce Grove:** 780-962-7602

ESA North:

- **ESA Complex North (aka Henry Singer):** 780-490-5769 updated 3:00 PM weekdays & 10:00 AM weekends

Sherwood Park:

- **Sherwood Park:** 780-467-5800



The screenshot shows the "Facility Notifications" page on the City of Edmonton website. It features a dropdown menu for "Facility Type" set to "Sports Fields" and another dropdown for "Sports Fields" set to "Unstaffed Natural Grass Sports Fields". Below this is a section titled "Unstaffed Natural Grass Sports Fields Notifications" which states "No notifications exist at this time". It also includes a note about field closures: "Fields can be closed due to unsafe playing surfaces and to prevent severe turf damage. If field conditions change, field status changes will be posted by 2pm (Monday-Friday) and 10am (weekends and holidays) for unstaffed fields. Note: Teams playing before 10am on weekends and holidays should use their own discretion until the field status is updated. Visit Sport Fields for more information." At the bottom, there are three buttons: "Subscribe to the email notification", "Unsubscribe from the email notification", and "Subscribe to the RSS Feed".

Edmonton

Facility Notifications

Select a facility type from the list below. Once selected, you will have the option to select a specific facility to view notifications.

Facility Type: Sports Fields

Sports Fields: Unstaffed Natural Grass Sports Fields

Unstaffed Natural Grass Sports Fields Notifications

No notifications exist at this time

Fields can be closed due to unsafe playing surfaces and to prevent severe turf damage. If field conditions change, field status changes will be posted by 2pm (Monday-Friday) and 10am (weekends and holidays) for unstaffed fields. Note: Teams playing before 10am on weekends and holidays should use their own discretion until the field status is updated. Visit Sport Fields for more information.

Subscribe to the email notification Unsubscribe from the email notification Subscribe to the RSS Feed

Please report any field issues to SWEMSA.
Email: zone.administrator@swemsa.org



How to Score and Download Game Sheets

emsa south west
The Community Partner

WELCOME PLAYERS SCHEDULES COACHES & REFEREES VOLUNTEERS

COACHES' KIT

COACHES & REFEREES
INFORMATION
COACHES' CORNER
REFS' CORNER

- COACHES' KIT
- INJURY, CONCUSSION, AND SAFETY RESOURCES
- COACH TRAINING
- FIELD & GYM INFORMATION
- TEAM OFFICIAL CARD INFORMATION
- RULES OF THE GAME
- FORMS

GENERAL INFORMATION

Forms, Instructions & Policies

- [U9 Game sheet instructions – Outdoor](#)
- [U11 Game sheet instructions – Outdoor](#)
- [U9 and U11 Referee no show procedure – Outdoor](#)
- [U9 and U11 Reschedule procedure – Outdoor](#)
- [U11 Post season play commitment form – Due May 23, 2025](#)
- [How to download game sheets from the portal](#)
 - [How_To_Enter_Jersey_#_Print_Game_Sheets](#)
- [How To Score Games In The EMSA Portal](#)
- [Electronic Game Sheets](#)
- [Blank game sheets](#) (print and keep a few in your kit in case there are issues printing the electronic version)
- [EMSA ID Cards information](#)
- [How to obtain your EMSA ID cards](#)
- [How to download EMSA ID cards](#)
- [Contacting the EMSA Office – Communication Procedure](#)
- [Trialist/Guest Form](#)

Information about the U13-U19 community general information can be found [here](#).

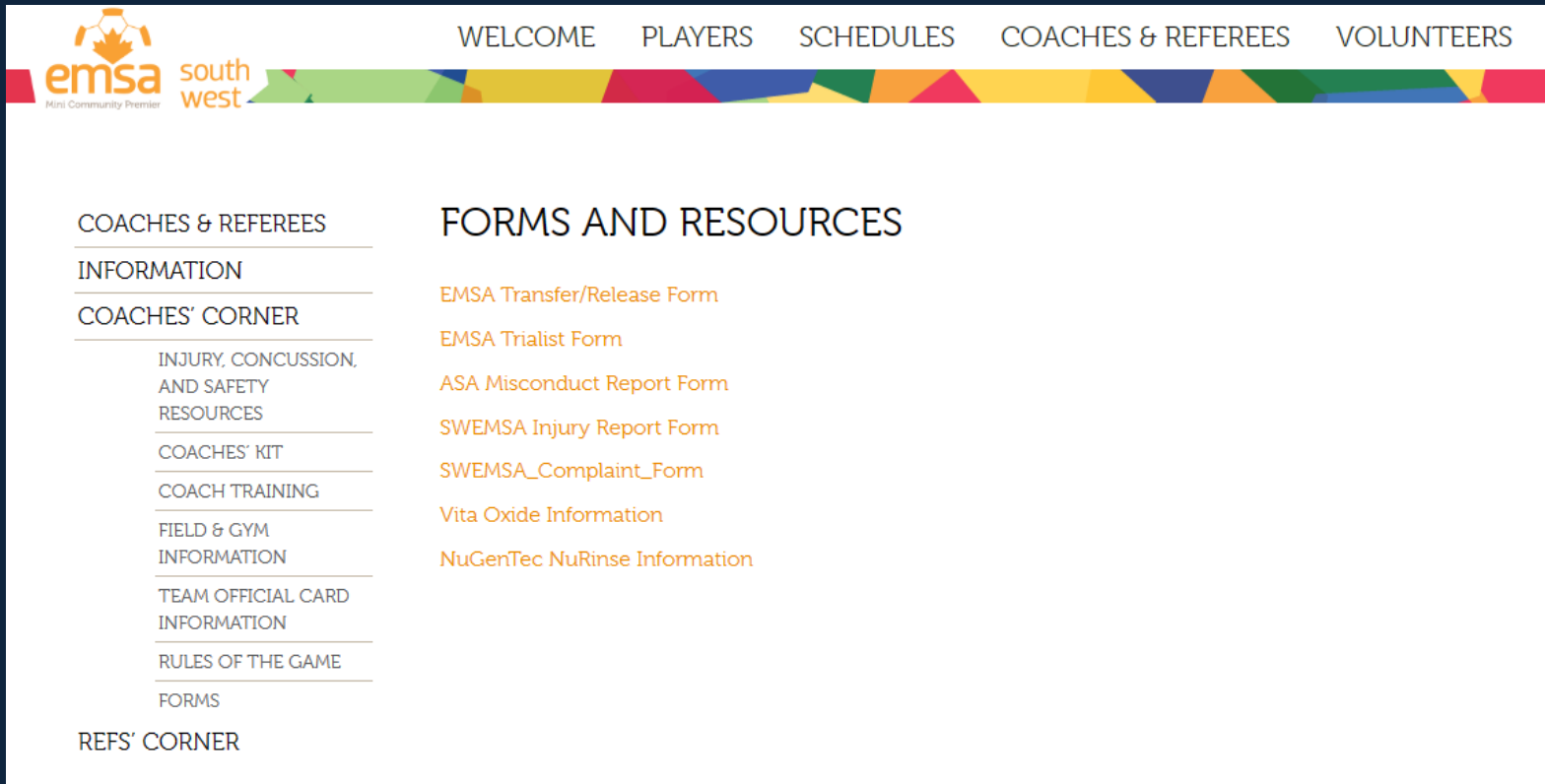
Concussion & Injury Protocols/Forms can be found on our [Injuries and Concussion](#) page.

Weather and Air Quality Guidelines can be found under Safety Resources on our [Safety Resources](#) page.



Injury Report Forms

- ANY injuries that remove a player from playing needs to fill out a form and notify the SWEMSA office.
- Email Injury Report form to operations@swemsa.org.



The screenshot shows the website's navigation menu with the following items:

- WELCOME
- PLAYERS
- SCHEDULES
- COACHES & REFEREES
- VOLUNTEERS

Under the "COACHES & REFEREES" menu, there are several sub-sections:

- INFORMATION
- COACHES' CORNER
 - INJURY, CONCUSSION, AND SAFETY RESOURCES
 - COACHES' KIT
 - COACH TRAINING
 - FIELD & GYM INFORMATION
 - TEAM OFFICIAL CARD INFORMATION
 - RULES OF THE GAME
 - FORMS
- REFS' CORNER

The "FORMS AND RESOURCES" section lists the following links:

- EMSA Transfer/Release Form
- EMSA Trialist Form
- ASA Misconduct Report Form
- SWEMSA Injury Report Form
- SWEMSA_Complaint_Form
- Vita Oxide Information
- NuGenTec NuRinse Information



The form is titled "Injury Incident Report" and includes the following sections:

- Player's Name & No** _____ **DOB:** (d) / (m) / (y)
- Team Name** _____ **Age Group & Gender** _____
- Coach's Name** _____ **Person monitoring child at scene:** _____
- Referee(s)** _____ **Opposing Team:** _____
- Date of Incident** ___/___/___ **Time:** _____ / **Circle:** Indoor/Outdoor; Blow to head / F Body where _____
- Describe injury:** _____ / **Circle:** Game/Practical/Other _____
- Describe how it happened:** _____

At the scene of the incident

Step 1: Determine if this is a medical emergency

a) Follow basic first aid: • Danger • Response • Airway • Breathing • Circulation

b) CALL 911 if the child shows any of these Red Flag Symptoms at any time.

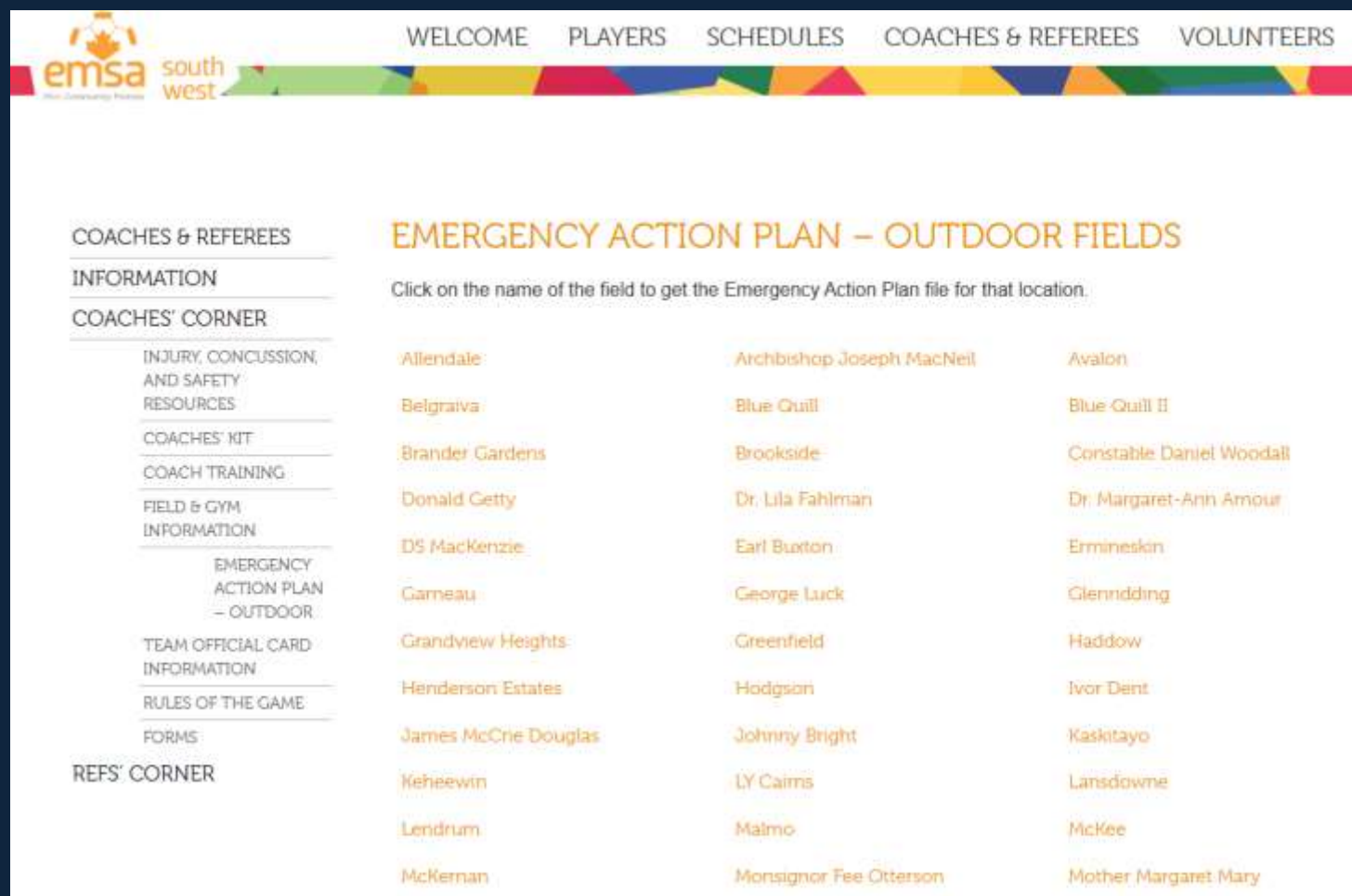
RED FLAG SYMPTOMS		
You see: <ul style="list-style-type: none">___ Repeated vomiting___ Seizure or convulsion___ Deteriorating or loss of consciousness	The child complains of: <ul style="list-style-type: none">___ Neck pain___ Double vision___ Weakness or tingling/burning in the arms or legs___ Severe or increasing headache	The child is showing: <ul style="list-style-type: none">___ Unusual behavior___ Increasing confusion or irritability

c) If there is serious injury OR any of the Red Flags:
• Call 911
• Do not move the child
• Stay with the injured child and monitor them until Emergency Services arrives

Step 2: Remove the child from play or activity
If the injury is NOT an emergency, remove the child from play and do not let them return to play that day. The child needs to be seen by a doctor as soon as possible. While the child is waiting to be taken to a doctor follow instructions in Step 3.



Emergency Action Plan forms



The screenshot shows the EMSA South West website. At the top, there is a navigation menu with links for WELCOME, PLAYERS, SCHEDULES, COACHES & REFEREES, and VOLUNTEERS. The EMSA South West logo is on the left. The main content area is titled "EMERGENCY ACTION PLAN – OUTDOOR FIELDS". Below the title, there is a instruction: "Click on the name of the field to get the Emergency Action Plan file for that location." A sidebar on the left contains various menu items: COACHES & REFEREES INFORMATION, COACHES' CORNER (with sub-items: INJURY, CONCUSSION, AND SAFETY RESOURCES, COACHES' KIT, COACH TRAINING, FIELD & GYM INFORMATION, EMERGENCY ACTION PLAN – OUTDOOR, TEAM OFFICIAL CARD INFORMATION, RULES OF THE GAME, FORMS), and REFS' CORNER. The main content area displays a grid of field names, each a clickable link.

EMERGENCY ACTION PLAN – OUTDOOR FIELDS			
Click on the name of the field to get the Emergency Action Plan file for that location.			
Allendale	Archbishop Joseph MacNeil	Avalon	
Belgraiva	Blue Quill	Blue Quill II	
Brander Gardens	Brookside	Constable Daniel Woodall	
Donald Getty	Dr. Lila Fahlman	Dr. Margaret-Anh Amour	
DS MacKenzie	Earl Buxton	Ermineskin	
Gameau	George Luck	Glenndding	
Grandview Heights	Greenfield	Haddow	
Henderson Estates	Hodgson	Ivor Dent	
James McCrie Douglas	Johnny Bright	Kaskitayo	
Keheewin	LY Cairns	Lansdowne	
Lendrum	Malmö	McKee	
McKernan	Monsignor Fee Otterson	Mother Margaret Mary	



Concussion- Be sure to remove any player from play that you suspect may have a head injury.

- Medical clearance documents must be submitted to operations@swemsa.org before players can return to play or practice.

Concussion Pocket Tool



CONCUSSION RECOGNITION TOOL 5[®]
To help identify concussion in children, adolescents and adults

Endorsed by: 

RECOGNISE & REMOVE
Headlines can be associated with current and potentially fatal brain injury. The Concussion Recognition Tool 5 (CRT5) is to be used for the identification of suspected concussion. It is not designed to diagnose concussion.

STEP 1: RED FLAGS – CALL AN AMBULANCE!
If there is concern after an injury including whether ANY of the following signs are observed or complaints are reported then the player should be safely and immediately removed from play/practice activity. If no licensed healthcare professional is available, call an ambulance for urgent medical assessment.

- Neck pain or tenderness
- Double vision
- Weakness or tingling/numbing in arms or legs
- Severe or increasing headache
- Seizure or convulsion
- Loss of consciousness
- Deteriorating conscious state
- Vomiting
- Increasingly restless, agitated or combative

Remember:

- In all cases, the basic principles of first aid (danger, response, airway, breathing, circulation) should be followed.
- Assessment for a spinal cord injury is critical.
- Do not attempt to move the player unless it is required for airway support unless trained to do so.
- Do not remove a helmet or any other equipment unless trained to do so safely.

If there are no Red Flags, identification of possible concussion should proceed by the following steps:

STEP 2: OBSERVABLE SIGNS
Visual clues that suggest possible concussion include:

- Lying motionless on the playing surface
- Slow to get up after a direct or indirect hit to the head
- Slow/erratic or incoherent or an inability to respond appropriately to questions
- Blank or vacant look
- Balance, gait difficulties, motor incoordination, stumbling, slow laboured movements
- Facial injury after head trauma

STEP 3: SYMPTOMS

- Headache
- "Pressure in head"
- Balance problems
- Nausea or vomiting
- Drowsiness
- Dizziness
- Blurred vision
- Sensitivity to light
- Sensitivity to noise
- Fatigue or low energy
- "Don't feel right"
- More emotional
- More irritable
- Sadness
- Nervous or anxious
- Neck Pain
- Difficulty concentrating
- Difficulty remembering
- Feeling slowed down
- Feeling like "in a fog"

STEP 4: MEMORY ASSESSMENT
(NATALISTE/COLOR FROM 10/20/16)

Failure to answer any of these questions (modified appropriately for each sport) correctly may suggest a concussion:

- "What venue are we at today?"
- "What team did you play last week (game)?"
- "Which half is it now?"
- "Did your team win the last game?"
- "Who scored last in this game?"

Athletes with suspected concussion should:

- Not be left alone initially (at least for the first 1-2 hours).
- Not drink alcohol.
- Not use recreational prescription drugs.
- Not be sent home by themselves. They need to be with a responsible adult.
- Not drive a motor vehicle until cleared to do so by a healthcare professional.

The CRT5 may be freely copied in its current form for distribution to individuals, teams, groups and organisations. Any revision and any reproduction in a digital form requires approval by the Concussion in Sport Group. It should not be altered in any way, rebranded or used for commercial gain.

ANY ATHLETE WITH A SUSPECTED CONCUSSION SHOULD BE IMMEDIATELY REMOVED FROM PRACTICE OR PLAY AND SHOULD NOT RETURN TO ACTIVITY UNTIL ASSESSED MEDICALLY, EVEN IF THE SYMPTOMS RESOLVE

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Schedules

- Tentative season start: May 1
- Schedules released by Monday April 28 by 5 pm
- U9 and U11 schedules posted on SWEMSA website
- Schedules will not be entered into TeamSnap – it is the responsibility of each team to enter their own.

U9 games: 2 x 30 min halves
U11 games: 2 x 35 min halves



Reschedule Procedure

- Reschedule procedure on SWEMSA website
- Rescheduled games must take place before the end of the current round

emsa south west
WELCOME PLAYERS SCHEDULES COACHES & REFEREES VOLUNTEERS

COACHES' KIT

COACHES & REFEREES INFORMATION

COACHES' CORNER

- COACHES' KIT
- INJURY, CONCUSSION AND SAFETY RESOURCES
- COACH TRAINING
- FIELD & GYM INFORMATION
- TEAM OFFICIAL CARD INFORMATION
- RULES OF THE GAME
- FORMS

REPS' CORNER

GENERAL INFORMATION

Forms, Instructions & Policies

- U9 Game sheet instructions – Outdoor
- U11 Game sheet instructions – Outdoor
- U9 and U11 Release no show procedure – Outdoor
- U9 and U11 Reschedule procedure – Outdoor
- U11 Post season play commitment form – Due May 23, 2025
- How to download game sheets from the portal
 - How To Enter Jersey #s Print Game Sheets
- How To Score Games In The EMSA Portal
- Electronic Game Sheets
- Blank game sheets (print and keep a few in your kit in case there are issues printing the electronic version)
- EMSA ID Cards information
- How to obtain your EMSA ID cards
- How to download EMSA ID cards
- Contacting the EMSA Office – Communication Procedure
- Trialist/Guest Form

Information about the U13-U19 community general information can be found [here](#).

Concussion & Injury Protocols/Forms can be found on our [Injuries and Concussion](#) page.

Weather and Air Quality Guidelines can be found under Safety Resources on our [Safety Resources](#) page.



Training

- SWEMSA supports coach training.
- Reimbursement of cost for training listed.
- Training assists player development but also supports you as a coach with more tools.

2025 Workshops hosted by SWEMSA

- U4/U5 Active Start – April 26
 - 2-4pm at South Soccer Center
- U6-U9 FUNdamentals – April 24
 - 6-9pm at South Soccer Center
- U11 Learn to Train – April 23
 - 6-10pm at South Soccer Center
- U13+ Soccer for Life – April 22 or 28
 - 6-10 pm at South Soccer Center

The screenshot shows the EMSA South West website. The top navigation bar includes links for WELCOME, PLAYERS, SCHEDULES, COACHES & REFEREES, and VOLUNTEERS. The main content area is titled "COACH TRAINING" and features a sidebar with various links under the heading "COACHES & REFEREES INFORMATION". The sidebar links include: COACHES' CORNER, INJURY, CONCUSSION, AND SAFETY RESOURCES, COACHES' HIT, COACH TRAINING, COACH TRAINING REIMBURSEMENT, FIELD & GYM INFORMATION, TEAM OFFICIAL CARD INFORMATION, RULES OF THE GAME, and FORMS. The main content area lists "REQUIREMENTS" for coaching, including a minimum of two coaches, valid CPIC, and the Rule of Two. It also provides a link to a summary of training courses for each age group.

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WELCOME PLAYERS SCHEDULES COACHES & REFEREES VOLUNTEERS

COACHES & REFEREES INFORMATION

COACHES' CORNER

INJURY, CONCUSSION, AND SAFETY RESOURCES

COACHES' HIT

COACH TRAINING

COACH TRAINING REIMBURSEMENT

FIELD & GYM INFORMATION

TEAM OFFICIAL CARD INFORMATION

RULES OF THE GAME

FORMS

REFS' CORNER

COACH TRAINING

REQUIREMENTS

1. A minimum of two coaches 18 yrs+ must be present and participating in the group. All Coaches MUST have a valid CPIC including Vulnerable Sector Search on file with their district/club.
2. It is recommended that at least one Coach per team be fully trained but we encourage all team officials to complete all their training. See below.
3. Rule of Two – Rule 13.6 is now enforced in all soccer activities.

For a summary of the training courses for each age group, click on the following links:

- [U4/U5 Coaches and Assistant Coaches](#)
- [U6-U9 Coaches and Assistant Coaches](#)
- [U11 Coaches and Assistant Coaches](#)
- [U13-U19 Coaches and Assistant Coaches](#)
- [U4-U19 Team Managers](#)

Team Snap



- Make sure to create a Team Snap account either on their website or through your respective app store.
- Main source of communication between you and your team players, parents, and guardians.
- Schedules will not be entered into TeamSnap – responsibility of each team to do so themselves.
- You and your team will be invited to your team's room once teams are created and have been released.
- www.teamsnap.com



Post-season Play at City Finals U11

- June 30 -July 6, 2025
- Post-season commitment form due May 23, 2025
- Email: zone.administrator@swemsa.org

The screenshot shows the EMSA South West website. The top navigation bar includes 'WELCOME', 'PLAYERS', 'SCHEDULES', 'COACHES & REFEREES', and 'VOLUNTEERS'. The left sidebar has a menu with 'COACHES & REFEREES', 'INFORMATION', 'COACHES' CORNER', 'INJURY, CONCUSSION, AND SAFETY RESOURCES', 'COACHES' KIT', 'COACH TRAINING', 'FIELD & GYM INFORMATION', 'TEAM OFFICIAL CARD INFORMATION', 'RULES OF THE GAME', 'FORMS', and 'REFS' CORNER'. The main content area is titled 'COACHES' KIT' and contains a 'GENERAL INFORMATION' section with a sub-heading 'Forms, instructions & Policies'. A list of links includes: 'U9 Game sheet instructions', 'U11 Game sheet instructions', 'U9 and U11 Referee show procedure', 'U9 and U11 Reschedule procedure', 'U11 Post season play commitment form - Due May 24, 2024', 'How to download game sheets from the portal' (with a sub-link 'How To Enter Jersey # Print Game Sheets'), 'How To Score Games In The EMSA Portal', 'Electronic Game Sheets', 'Blank game sheets (print and keep a few in your kit in case there are issues printing the electronic version)', 'EMSA ID Cards information', and 'How to download EMSA ID cards'. At the bottom, there are two informational lines: 'Concussion & Injury Protocols/Forms can be found on our [Injuries and Concussion](#) page.' and 'Weather and Air Quality Guidelines can be found under Safety Resources on our [Safety Resources](#) page.'

The screenshot shows a commitment form titled '2023 Outdoor Post Season Play Commitment For: All U11 Community Teams'. It features the EMSA South West logo at the top left. The form includes a table for entering team information:

Community Name:	Click or tap here to enter text.
Age Group, Gender, Tier:	Click or tap here to enter text.
Head Coach Name:	Click or tap here to enter text.

Below the table, a paragraph states: 'SWEMSA teams are required to make a commitment that if they qualify for a post-season play spot they will fulfil their obligation by attending the post season competition they have qualified for. Teams who commit (via this letter) and qualify for a post season competition spot who then withdraw from it, will be assessed an administration fee by EMSA (fees can range from \$500.00 upwards of \$2,000.00 - pending on withdraw date). In addition, that particular team will not be permitted to advance to any post season play for the next two seasons (one indoor season and one outdoor season and the coach suspended for the same period of time).'

The form must be submitted to the SWEMSA office by no later than **May 26, 2023**.

CITY FINALS COMMITMENT (July 3-9, 2023)

Check off one box:-

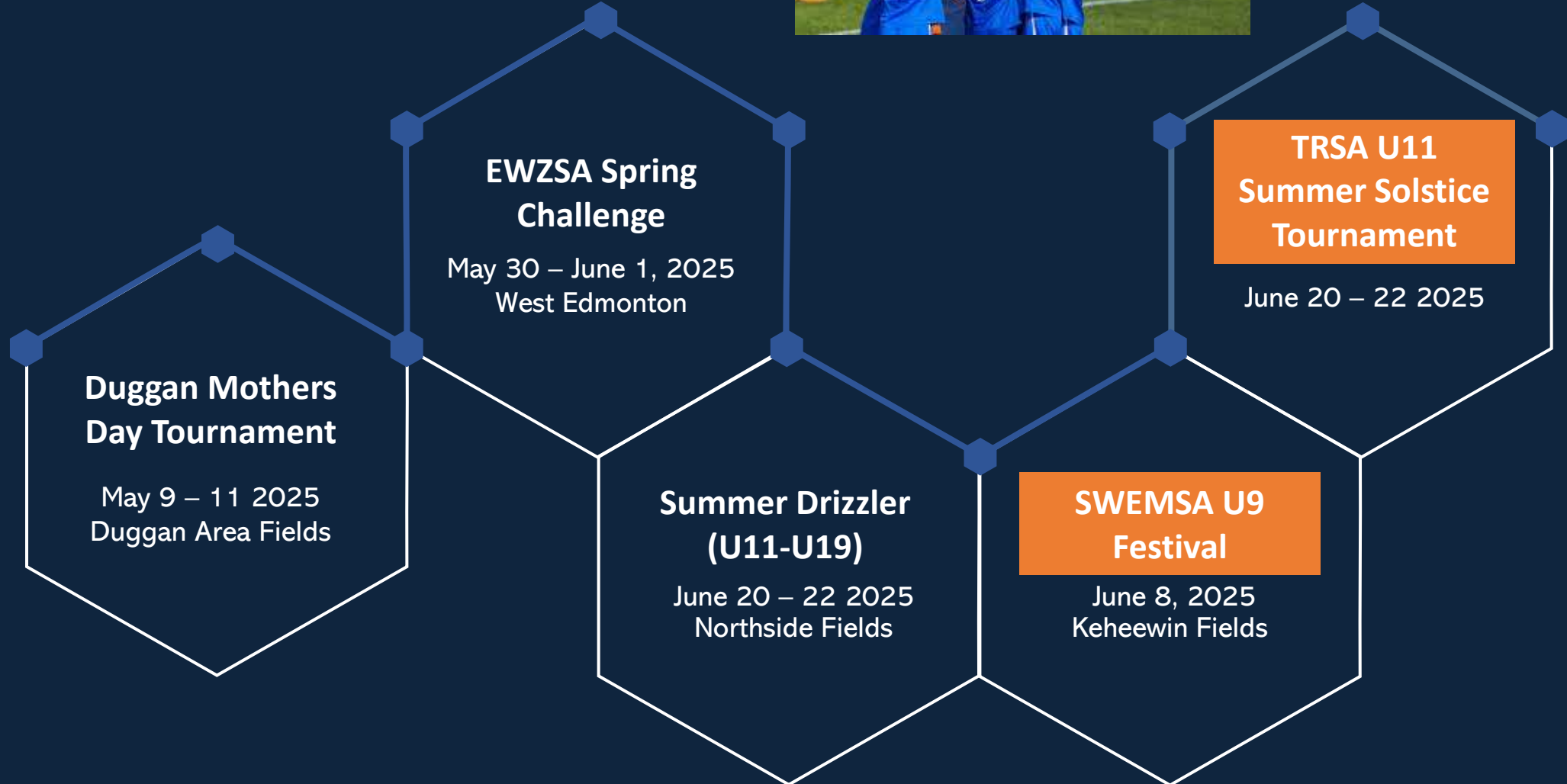
YES – Our team declares that we will attend City Finals if we qualify.

NO – Our team has chosen NOT to advance to City Finals if we qualify.

Head Coach or Manager E Signature: [Click or tap here to enter text.](#)

Send forms via email to Zone.Administrator@swemsa.org

Tournaments



Pre-season

- Connect with families before the season starts
- Pick a field near a playground to meet the parents and players
- Ensure families are aware that a player can not be dropped off. An adult needs to be present for the duration of the session.
- Ask parents about participating in the Jamboree



Questions?

