



Transylvania Youth Soccer Association & Ecusta Football Club INCIDENT REPORT FORM

Approved by the TYSA Board of Directors on 04/09/25

Transylvania Youth Soccer Association & Ecusta Football Club CODES OF CONDUCT OVERVIEW

Keep in mind; the top three reasons kids play sports are to:

HAVE FUN
MAKE NEW FRIENDS
LEARN NEW SKILLS

TYSA's Parent/Caregiver, Player, and Volunteer Code of Conduct is critical to promote the three pillars of character, joy and skill that drive our club and help develop youth into resilient young men and women. Violation of one of these rules can lead to discipline, missed playing time or games and even removal from a team. Please understand that this includes parent/caregiver behavior as well.

Please know that in our pursuit of developing youth of character, a level of personal responsibility and discipline is required from all players and families. This translates to *respecting coaches, fellow teammates and others involved in the game atmosphere (referees, other team's families, etc.) with kindness, respect and integrity above and beyond what may be expected from other teams and organizations*. Thus, the standards described below should be considered *minimum guidelines* and we expect TYSA families, players, and volunteers to act above and beyond the standard.

Transylvania Youth Soccer Association & Ecusta Football Club PARENT & CAREGIVER CODE OF CONDUCT

1. Parents & caregivers (referred to together as "Caregivers" throughout this document) must allow the coach to coach, the referee to officiate and most importantly allow your child to play the game, all while fostering a positive environment.
2. Caregivers should never coach from the sideline during games or training.
 - a. "Pass it to Jack!", "Dribble around her!" or "Shoot!" (among others) can seem helpful, but are often distracting or confusing to players.
 - b. In addition, these instructions may actually contradict what the coach has been teaching. Please do not coach from the sideline.
 - c. The exception to this is with KinderKix, where we ask parents to be present and actively participating during practices on Saturdays in an encouraging manner.

3. When your child is at practice or games, the coach is in charge. Whether you agree or disagree, the coach is the decision maker.
4. Caregivers should never criticize players on the team. If there is a problem, go directly to the coach or Program Director.
5. Do not criticize the coach to your child or any other Caregivers, parents or spectators. If you are not happy with the coach, you should raise the issue directly with the coach or Program Director.
6. Make participation for your child and others a positive experience. Use words of encouragement and unity, rather than criticism or division.
7. Be supportive and applaud good plays by your team. Cheering on your child and his or her teammates emphatically is encouraged.
8. Accept the results of each game and encourage your child to be gracious in victory. Likewise, use defeat as an opportunity to learn and grow. Their performance does not label who they are as a person.
9. Be your child's biggest fan and support them unconditionally. Don't treat them differently when they perform below a standard but also keep a level head when they have an outstanding game.
10. On the car ride home, only speak words of encouragement. "I loved watching you play" is a great place to start. Keep in mind that your child is likely already self-critical and a Caregiver's words of critique are often cited by recreational and competitive athletes alike as their least favorite part of the sport and, in some cases, why they stop playing entirely. Be your child's biggest fan.
11. Encourage your child to speak with the coach. Let them claim ownership and responsibility of all aspects of the game.
12. Help your child focus on improvement and fun rather than game results.
13. Never criticize the opponents, their family members, coaches or the referee. Do not question (out loud) the referee's judgment, as the referee is a symbol of fair play, integrity and sportsmanship. Referees will make mistakes and so will coaches. They are human too.
14. Caregivers should never enter the field of play unless given permission by the referee. In competitive level play (academy and classic) this can result in disciplinary actions by the board and state organizations. The exception to this is KinderKix, where parents may enter the field when appropriate to care for an injured child.
15. Caregivers must be aware that referees are currently in short supply primarily because of poor behavior and criticism from parents and spectators. Referees are critical to the sport and serve an important (and difficult!) role. We ask our parents to respect the referees decision and thank the referees for their efforts regardless of how we feel about their decisions. Any communication from parent or spectator to the referee should only express respect and gratitude.

Transylvania Youth Soccer Association & Ecusta Football Club PLAYER CODE OF CONDUCT

1. Demonstrate fair play and good sportsmanship at every practice, game and tournament. Encourage fair play and good sportsmanship from other players, coaches, officials, and parents.

2. Attendance at every practice and game is required except when health related issues arise or for matters previously cleared with the coach. If a player cannot attend a practice, game or tournament due to health or other scheduling issues, this should be addressed with the coach as soon as you become aware of the conflict.
3. Come to practices and games on time and ready to learn completely prepared (e.g., shoes well tied, ready to practice and focus.) Accept responsibility for bringing any equipment necessary for practice (ball, cleats, shin guards, water,) and games (cleats, shin guards, water and team uniform).
4. Follow coaching direction with promptness, respect and kindness. Do not be disruptive during practice or games.
5. Treat other players, coaches, officials, and fans with respect regardless of race, sex, or ability, and expect to be treated accordingly. Conduct yourself with honor, dignity and treat other players as you would like to be treated. Remember at all times that we are representing our team and our community. TYSA/EFC maintains a zero tolerance policy for abuse, bullying or harassment.
6. Respect the authority of the referee, even though you may sometimes disagree with the call.
7. Understand that poor behavior during practices, games, or tournaments may result in lost playing time or expulsion from the team.
8. Respect for your coach and team means taking personal responsibility for your actions. As such, our players commit to respecting the coach's decisions and showing best effort at all games and training sessions. Our players are expected to avoid making excuses for repeated poor behavior and take ownership of mistakes, which we all make from time to time.
9. Our goal is to help all players maximize their ability but we do not guarantee equal playing time in games. Our goal is to provide quality playing time for all of our players, with playing time of 50% or greater expected for each player at the Academy Level and playing time at the Classic Level determined at the coach's discretion. If players are ever concerned about playing time or desire to play particular positions we encourage them to speak with their coaches during practices so that a plan might be put into place to help them achieve those goals if possible.
10. Within the framework of best effort, respect and personal accountability outlined above, we expect our kids to have fun and help create an atmosphere that is positive, working to include every person on each team as a welcome and contributing member, so that joy filled moments and experiences are created.

Transylvania Youth Soccer Association & Ecusta Football Club VOLUNTEER, COACH & REFEREE CODE OF CONDUCT

As a TYSA Volunteer, Coach or Referee, you play a special role in the development of players. **Your encouragement and good example will do more to ensure good sportsmanship and self-discipline than any other influence.** The other team is the opponent, not the enemy. Other players, coaches, parents, families, and referees should be treated with respect regardless of their background, skill level or any other factor. Any Volunteer, Coach or Referee engaging in improper conduct will be subject to the rules and disciplinary procedures of the TYSA. Sanctions may include removal from the facility and/or suspension from their role (as volunteer, coach or ref.) Service as a Volunteer, Coach or Referee is a

privilege and not a right, and TYSA, in its sole discretion, may remove any person from any of such roles for a violation of the Code of Conduct:

We expect TYSA Volunteers, Coaches and Referees will:

1. Foster a soccer environment that is free of abusive, offensive or vulgar language.
2. Refrain from using drugs, tobacco or alcohol during games, practices or other team events and will not attend a game, practice or other team event while under the influence of drugs or alcohol.
3. Complete "SafeSport" training required for all Volunteers and Coaches, and to put into practice the guidelines presented in the "SafeSport" training.
4. Behave in a way that not only avoids harm or abuse of our athletes, but also avoids the appearance of harm or abuse by wisely making decisions to avoid putting oneself in a bad situation.
5. If concerned about a situation or unsure of how to proceed, seek the guidance and direction of the Program Director for your program or the Board of Directors for the Club.
6. Become a student of the game and develop an awareness of best practices for coaches and referees. Coaches at the Academy and Classic levels are expected to undertake formal coaching education as suggested by the Program Directors.
7. Be gracious and humble in both victory and defeat, and expect this from their players.
8. Teach players the rules of the game as it applies to their division.
9. Treat players in the manner in which they want their child to be treated.
10. Place the well-being of players before their own personal desire to win.
11. Strive to make soccer fun for their players and the best part of their day.
12. Encourage players to do their best, work hard, have a positive attitude and abide by the Player Code of Conduct.
13. Recognize that holding players accountable for negative behavior (e.g., that breaches the Code of Conduct) is an important part of helping young people develop character on and off the field.
14. Recognize that highlighting areas of positive player behavior and actions is also important as a means of character development.
15. Recognize the time and effort put forth by Caregivers in support of their children's activities.
16. Refrain from criticizing referees and instead provide support and guidance as needed.
17. Remember that, ultimately, we serve the kids (not our own ambitions) in this endeavor as we seek to foster their character and soccer development in a joy filled environment.

Violation Categories

Minor Violations

- Isolated instances of negative sideline commentary
- Occasional disruptive behavior during practice
- Late arrivals to games or practices without notification
- Mild disrespect toward coaches, players, or officials
- Failure to follow a coach's behavioral instructions (first offense)

Moderate Violations

- Repeated minor violations after verbal warning
- Public criticism of referees, coaches, or players
- Inappropriate language during TYSA/EFC events
- Unsportsmanlike conduct during games
- Sideline coaching by parents after warnings
- Unexcused absences from multiple team events
- Failure to follow a coach's behavioral instructions (second offense)

Severe Violations

- Verbal or physical abuse of any kind
- Threatening behavior toward anyone at TYSA/EFC events
- Deliberate damage to facilities or equipment
- Actions that endanger the safety of others
- Discrimination based on race, gender, ability, etc.
- Coming to practices/games under the influence of alcohol or drugs
- Deliberate violation of playing rules to gain unfair advantage
- Failure to follow a coach's behavioral instructions (third offense)

Progressive Discipline Steps

Step 1: Verbal Warning

- For first-time minor violations
- Discussion with the individual about the concerning behavior
- Clarification of expectations moving forward
- Documentation of the conversation by coach or director

Step 2: Written Warning

- For repeated minor violations or moderate violations
- Formal written notice of the violation(s)
- Clear expectations for behavior correction
- Copy retained by Program Director and Board/ED
- May include limited playing time for players or restricted attendance for adults

Step 3: Suspension

- For continued violations after written warning or immediate severe violations
- Temporary removal from participation (1-3 games/events)
- Required meeting with Program Director before reinstatement
- Written improvement plan created and signed
- Additional education or training may be required

Step 4: Removal

- For ongoing violations despite prior discipline or extreme incidents
- Removal from team or club activities for remainder of season
- Potential permanent ban from TYSA/EFC in extreme cases
- Board review required for reinstatement in future seasons

Decision-Making Authority

Level of Discipline	Decision Maker(s)	Timeline Goal
Verbal Warning	Coach, Referee	Immediate
Written Warning	Program Director	Within 48 hours of incident
Suspension	Program Director & Board President	Within 72 hours of incident
Removal	Full Board Review	Within 7 days of incident

Appeals Process

1. Appeals must be submitted in writing to the Board President within 48 hours of disciplinary action.
2. The appeal must include specific reasons why the disciplinary action should be reconsidered.

3. A review committee of three Board members not involved in the original decision will be formed.
4. The committee will review all documentation and may interview involved parties.
5. A decision will be rendered within 7 days of receiving the appeal.
6. The decision of the review committee is final.

Reporting Process

To report a Code of Conduct violation:

1. For issues involving players or parents/caregivers, speak first with the team coach when appropriate.
2. If the issue involves a coach or cannot be resolved at the team level, contact the Program Director.
3. Use the confidential reporting form on the TYSA website for sensitive matters.
4. In cases of emergency or safety concerns, contact the Program Director and Board President immediately.
5. When reporting to a Program Director is described in this document, the reporting should be to the Recreational Director, Academy Director or Classic Director as appropriate.

Documentation Requirements

All incidents requiring discipline beyond a verbal warning will be documented using the TYSA Incident Report Form. This documentation will include:

- Date, time, and location of incident
- Parties involved
- Description of the violation
- Witnesses present
- Action taken
- Follow-up plan

Special Considerations for Youth Players

The disciplinary process for youth players emphasizes education and growth rather than punishment alone. Age-appropriate approaches include:

- One-on-one conversations away from peers
- Learning opportunities that connect to the violation
- Parent/caregiver involvement in the process
- Focus on making better choices in the future
- Consideration of developmental stage and understanding

Restorative Practices

Where appropriate, TYSA/EFC encourages restorative practices that may include:

- Facilitated apologies to affected parties
- Team service projects
- Mentoring by senior players or coaches
- Educational components specific to the violation
- Reflection essays for older players
- Mediation between parties in conflict

Recreational vs. Competitive Program Discipline

While the general framework applies to all programs, several distinctions exist:

Recreational Program:

- Greater emphasis on education and learning
- More opportunities for correction before formal discipline
- Parent/caregiver involvement at earlier stages

Competitive Program (Academy and Classic):

- Stricter adherence to attendance and behavior expectations
- Playing time may be directly affected by conduct issues
- Additional team-specific consequences may apply.

Annual Review

This disciplinary process will be reviewed annually by the TYSA Board of Directors to ensure it remains effective, fair, and aligned with the club's values and goals.