

MANAGER/COACH INFORMATION FOR SCHEDULING AT SHELBORNE COMMUNITY COMPLEX

My game was cancelled at Shelborne and I need to reschedule, what do I need to do?

*First, follow league protocol. You will most likely need to contact the opponent's manager to determine another date/time on which to play. Determine **THREE** options and rank them 1-2-3 (1=best, 3=last resort). At this time, contact the current field assigner for Shelborne with those options. He/She will then check to see which (starting with option 1) would be available and get back to you as soon as possible. Once the field assigner has confirmed the date, time, and field #, you will then need to contact the age group/league commissioner. The commissioner must formally accept the reschedule and only they have the ability to update the website. After contacting the commissioner, PLEASE CONTINUE TO FOLLOW UP UNTIL THEY HAVE UPDATED THE WEBSITE.*

****Note: THE SHELBORNE FIELD ASSIGNER IS NOT ABLE TO ADJUST THE LEAGUE SCHEDULE IN ANY WAY. All changes need to be done through the commissioners of that age group/league. Only they have the ability to manipulate the league schedule and website.**

I need to schedule a friendly for my team, how can I do this?

*Contact the field assigner with the date and time you are looking to play the game AND whether or not you would like to have a full referee squad, 1 Center and 2 ARs (IF YOU DO NOT WISH TO HAVE A FULL REFEREE SQUAD, **YOU** WILL BE RESPONSIBLE FOR GETTING THE CENTER ON YOUR OWN SHOULD YOU WANT ONE). The field assigner will then give you the field number with which you'll play and confirm the date and time. At that point the friendly has been scheduled.*

There are no referees at my game, what do I do?

Regardless of the date and time, there should be a full-time staff member present somewhere at the Shelborne Community Complex. Find/contact the nearest one and they will handle the situation to the best of their ability.

IMPORTANT: After the game, take the time to fill out the game report including the lack of referees. Leagues need to know. Referees are assigned to MRL, ISL, GIRLS, and CIYSL games by the leagues, **NOT the club. CUSC is **NOT** responsible for the lack of referees. The leagues hire "Referee Assigners" to coordinate the referees for games. Hence, it is important that you fill out the game report and include which referees did not show up for the game. CUSC has no control over the situation.**

I arrived at practice today to find that a game was being played on our training field, what happened?

*Weekly games most always conflict with training times and fields of other teams. The field assigner will send out every Monday a list of all games occurring during the week (Monday-Friday). It is very important that you check this list to see if there are any conflicts. If there are conflicts, you (manager or coach) are responsible for finding other field space to train. The field assigner is **NOT** responsible for doing this for your team.*

How do I find out if the fields are closed due to weather?

Check the website <http://168.215.203.26/2004Fallevents/fieldstatus.asp> for updated field status. Fields will be evaluated and website updated no later than 2pm daily.

What happens if my child is at practice and lightning strikes?

*If inclement weather occurs while training is in session, then all players will be immediately required to clear the fields and head to their vehicles. Those players without vehicles will be escorted to the clubhouse and/or shelter (west of the clubhouse). Training will not resume until 30 minutes have passed following the most recent lightning strike. If the wind is very strong, **ALL GOALS MUST BE ANCHORED AND SUPPORTED BY SANDBAGS**. They should always be supported, but be proactive and check to make sure they are secure.*

If you have any other questions regarding field assignments, contact:

Beau Jackson: bjacks5@hotmail.com

If you have any questions regarding referees and/or referee assignments, contact:

Ray Sahn: rsahm@ref4indy.com

If you have any questions regarding field responsibilities, contact:

Jake Satchwell: jake.satchwell@hotmail.co.uk