

Naperville Youth Soccer Academy Spring 2024



Introduction of Staff

Please contact the Rachel first with any questions. Staff hours vary so the best way to contact us is through email.

Role	Staff	Email
NYS Academy Coordinator	Rachel Dickinson	rdickinson@napervilleparks.org
Program Manager	Stephanie Ainslie	sainslie@napervilleparks.org

Program Philosophy

Naperville Youth Soccer Pre-K Academy was developed to provide children ages 2.5 to 3 the opportunity to be introduced to new skills, socialize, be active and have fun!

At the end of the season, if every player had fun and possibly learned a little soccer, then you have had a successful season!



FUN

Update Your Calendar

March

3/6: Coach paperwork due
3/13: Coach Open House
3/18: Contact your team no later than 3/18

April

4/1: Practices Begin this week and last day to add a coach
4/3: Priority Registration info email goes out
4/10: Priority Registration Opens at Noon
4/17: Priority Registration Closes at 11:59 pm

May

5/18: Equipment Bag Return

Coach Clinics

- Coaches interested in learning drills and skills to bring back to their teams are invited to attend a free hands-on coach clinic. Online pre-registration is required. Two different clinic dates are being offered this spring, and coaches are welcome to attend both of them.
- Register at <https://apm.activecommunities.com/napervilleparks>
- **Saturday, March 23 @ Nike Turf Field 8AM-11AM - Hosted by the Chicago Fire**
Use code 93316 to register
- **Sunday, March 24 @ Fort Hill Activity Center. Hosted by Mike Wiggins of 5 Star Soccer Inc.** Sessions will focus on skills for specific grade levels, however all grades are welcome to attend.
 - PreK-2nd 9:00 am-10:30 am. Use code 93315 to register
 - 3rd-8th 10:30 am-12:00 pm. Use code 93314 to register

Complete Your Coach Paperwork

Volunteer Application (coach paperwork) for both new and returning coaches must be completed if not done so already.

DUE: March 6

- DCFS and coach activation must be completed every two years
- You will receive an e-mail confirmation when your online forms are submitted
- Complete your volunteer application here: <https://naperville-park-district.sportngin.com/>

Completion of all paperwork on time will assist coaches with achieving good standing, thus ensuring priority registration for the following season

3/6: Coach Paperwork Due

Adding Assistant Coaches?

Let us know.

- Head coaches must notify NYS staff of any newly recruited assistants
 - Assistants must complete on-line volunteer paperwork
 - The last day to add newly recruited coaches is **April 1**
 - Coaches added after this date will not receive priority registration
- Each team may have one head coach and two assistants per team
- Completion of all paperwork will assist coaches with achieving good standing, thus ensuring priority registration for the following season
- Volunteer paperwork for assistant coaches must be completed and returned before the assistants may participate in any practice or game, and be recognized as a coach in good standing.

Coach Open House & Equipment Pickup

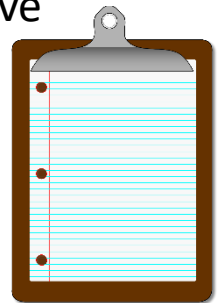
- Wednesday, **March 13** at the Fort Hill Activity Center from **11:30-1:30 & 4:30-6:30**
- Head Coaches pick-up their team packet and equipment bag
 - Head coaches unable to attend can have an assistant coach pick-up the packet and equipment. The head coach's paperwork must be complete in order for the assistant to pick-up the team packet.
- Team Packet includes:
 - Team Roster
 - Accident/Incident Forms
- Assistant coaches are welcome to stop in and speak with soccer staff about any questions they may have, but they do not need to attend.

Team Rosters: Contact Your Team

- **Head Coaches please contact the players on your team by March 18.**

Your coordinator can provide you with a sample email. Include the following information:

- The time of practice and where to meet. *E.g., By the blue playground slide, sidewalk, etc.*
 - Grade Level Rule Highlights, Rainout and Game Schedule information.
- Remember:
 - Make sure all members of your team receive your communication. If they do not receive your e-mail, please reach out with a phone call.
 - The Park District manages who is on each team. Coaches may not give anyone not on the roster permission to participate on the team or request more/less players
 - You cannot solicit funds from the parents, or require additional equipment other than what is listed in this document.



Equipment

- All players are encouraged to bring their own soccer ball to practice.



Ball Size:

Academy: size 3



- The Park District will provide a bag of equipment (cones, stickers/tattoos for the end of each practice, 2 balls, pinnies and first aid kit) to each team which will be given out at the Coach Open House on March 13
 - Pinnies are provided to assist with players learning “teams”. You may assign a pinny to each player for the season, or bring them with you to each practice. If you bring them each practice, please make sure they are washed in between use.
- Players may wear gym shoes, or rubber soccer cleats
- Shin guards are not required but highly recommended for practices
- Players should be dressed in comfortable athletic gear
 - No specific jersey is required
- Street glasses are permitted, but sports goggles are recommended

Season Information

- The season is 7 weeks
- First practice is the week of **April 1**
- Last week of practice is **May 13**



Rainout Information



RainoutLine

(630) 883-4242

www.napervilleparks.org/cancellations

Sign-up for e-mail/text alerts

The Naperville Park District monitors game field conditions, and any field closures are communicated through RainoutLine.

- Decisions for weekdays made by 3PM

Practices:

- Due to the size of Naperville, the District does not cancel practices based on weather (It may be pouring at Arrowhead but blue skies at South Pointe).
- Coaches are responsible for making cancellation decisions for practices based on the weather in their area and field grass conditions at their practice location.

First Practice

- Coaches should wear the coach shirt to identify themselves to parents and participants.
 - Shirts will be available during equipment pick-up, or anytime after at Fort Hill
- Coaches should have a copy of their roster at each practice to assist parents with making sure they are joining the correct group
- Coaches should also keep attendance of which participants are at each practice



Practice: Location

- Each team will be pre-assigned a practice field. Maps of each location can be found at: <https://www.napervilleparks.org/napervilleyouthsoccer>
- Field assignments will be given at the Coach Open House equipment pick-up on March 13
- Please keep your roster on you at all times. This will serve as your permit for you to address any issues with other groups on your field.

Practice: Activity Plans

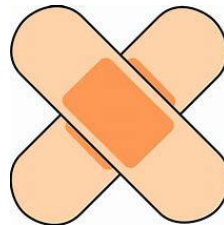
- Choose activities with minimal “waiting” time, and minimal physical contact when possible
- Not all activities need to be done with a soccer ball
- Step-by-step activities are included in your coach manual, however that is simply a guide
 - You are welcome and encouraged to bring your own ideas
- A contact list of all Academy Coaches is attached to the coach training e-mail
 - If at any point during your season you feel your team is ready to try a real scrimmage, please feel free to contact another coach and schedule a team vs. team scrimmage on one of your practice nights

Make-Up Practices

- In the event your practice is cancelled due to weather, please contact your coordinator
- Rachel will work with each team to find a make-up practice day and time
- The make-up may need to take place on a different night due to field availability

Injury Reports

- If a player or coach is injured during a practice or game, please complete an accident/incident report
 - Forms need to be completed by a coach, not the parent of the injured child
- Do not provide copies or allow anyone to take a picture of the form
 - If someone has a question about the form, please have the contact the Program Manger, Stephanie Ainslie at sainslie@napervilleparks.org
- Blank Accident/Incident forms can be found in your coach packet or obtained directly from your coordinator
- Completed forms should be submitted to the Program Manager, Stephanie Ainslie, at sainslie@napervilleparks.org



Priority Registration Eligibility

As a thank you for volunteering your time and efforts this season, you have the chance to be eligible for priority registration for the following season.

Requirements for good standing are as follows:

- Completion of the required volunteer paperwork
- Adhere to the Coaches' Responsibilities & Code of Conduct ([see p. 25](#))
- Completion and sign-off of the Coach Meeting PowerPoint Training (this document)

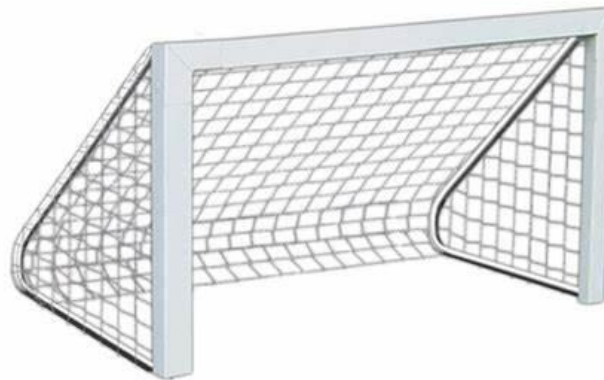
Priority Registration Due Dates

- You will receive priority registration materials via email on **April 3**.
- **Reach out to your coordinator ASAP if you do not receive an email and believe you are eligible for priority registration.**
- Priority registration opens online **April 10 at Noon** and closes **April 17 at 11:59 pm**
- Late registrations will not be accepted
 - Failure to receive the e-mail is not grounds for an exception to the deadline. Put this date on your calendar and keep an eye out for the e-mail!

4/3: Receive Priority registration email
4/10-17: Priority Registration

Goal Safety

- All coaches should inspect the field of play and make sure both goals are anchored properly
 - Should a goal not be anchored properly, please contact the program manager right away at 630-995-8927
 - Leave a message with your field location, number and your contact number
- No player or coach should climb or hang from goal frames or nets



Behavior Code of Conduct / Sportsmanship

- The Naperville Park District has adopted a Behavior Code of Conduct for all coaches/volunteers, participants and parents. A copy of the Behavior Code of Conduct can be found on the NYS website.
- Remember you are a role model to your players. **Set a Good Example!**
- Poor behavior from coaches, participants, and/or parents will not be tolerated.
- If you have concerns regarding the conduct of a coach, participant or parent please contact your soccer coordinator



Equipment Return

- Soccer bags must be returned to the Fort Hill Activity Center at the conclusion of the season
- Bags return will take place **Saturday, May 18** between 10:00AM - 4:00PM
- If the rain date for NYS is being used, bag return will be **Saturday, June 1**



5/18: Equipment bag return
6/1: Rain date for bag return

Behavior Code of Conduct / Sportsmanship

- The Naperville Park District has adopted a [Behavior Code of Conduct](#) for all coaches/volunteers, participants and parents.
- Naperville Park District programs are meant to be **positive experiences** where players **at any level and ability can have fun, learn and grow at their own pace**
- Thank your for being a role model to your players and by **Setting a Good Example!**
- Poor behavior from coaches, participants, and/or parents will not be tolerated. If you have concerns regarding the conduct of a coach, participant or parent please contact your soccer coordinator

Thank You for Volunteering!

Your time and hard work is much appreciated!

You make it possible for each participant to have **FUN** playing soccer, to make new friends, and to have the opportunity to gain a better knowledge, understanding and appreciation of the game

Please contact your soccer coordinator or program manager with any questions

Next Steps

- [Follow this link to verify you have completed this training](#)

- **Mark your calendar:**

3/6: Coach paperwork due

4/1: Last day to add a coach

3/13: Coach Open House

3/25: Practices begin

4/3: Priority Registration email arrives 5/18 or 6/1: Equipment Bag Return