

Policies of the New Providence Soccer Club



Team Assignment (4/2017)

The New Providence Soccer Club believes that players thrive when playing within ability based groups. Whenever registration numbers allow NPSC to form ability based teams we will do so. When registration numbers for an age group allow for only one team all players will be placed regardless of playing ability. Evaluations for team assignment could consist of:

- Evaluation session performance
- Season evaluation from professional trainer
- Coach input

Team Designation (4/2017)

NPSC has two levels of team Designation; Select and Travel. Participation on a Select team typically requires a full year commitment and participation at evaluations. Based on evaluation results players may be placed on a Select team. Participation on a Travel team requires only a one season (spring/fall) commitment.

New Providence Soccer Club provides the same experience for both Select and Travel teams. There is no preferential treatment for one type of team over the other.

If registration numbers support it, NPSC may at its discretion, field two or more Select teams in an age group.

If registration numbers do not support a Select team in an age group, NPSC will designate the team as a Travel team. This designation shows that the team has one-season players on it. The team will be placed in the league and flight that NPSC feels is most appropriate for the team.

NPSC's first responsibility is to provide children the opportunity to play soccer. The NPSC board may, at its discretion place additional players on a Select team mid-year when that team is the only option for the player(s).

Player Standing (4/2017)

A player, when registered, is considered in good standing with NPSC. A player may be placed in bad standing if:

- Account is past due
- The player or family exhibits inappropriate or un-sportsman like behavior

Players in bad standing may be barred from participating in practice or games. The NPSC Board will advise coaches and parents/guardians if a player has been placed in bad standing.

Playing Time (4/2017)

Players who attend practice regularly and who are a positive participant should play at least one-half of each game they attend.

Field Use (4/2017)

NPSC primarily uses fields that are controlled, maintained and assigned by the New Providence Recreation Department or the New Providence Board of Education. NPSC must seasonally apply for, and be given permission to use these fields. Any assigned time on town or BOE fields is designated for NPSC activities only. Members of NPSC must abide by all rules set forth by the borough and the BOE while using these fields.

NPSC also utilizes fields that are owned by CR Bard and Our Lady of Peace parrish. We are guests on their properties and must follow their rules and guidelines.

Field Closures (4/2017)

As NPSC relies on the Borough of New Providence and the New Providence Board of Education for its fields, we are obligated to follow their direction in regards to field closures. NPSC will close fields when informed by the Borough or BOE that fields are unavailable. There may be times of adverse weather that the Borough and BOE do not make a closure announcement. If that occurs, NPSC will decide to open/close fields based on the current conditions and expected forecast. All decisions regarding field closure are final.

On game days all field decisions will be made a minimum of three hours before the scheduled start time of a game. On practice days field closures will be made as early as possible.

Field status will be updated on the NPSC site. If a field has been designated as closed teams may not utilize the field in any capacity until opened. Notifications of field closures will be made on various media.

If field closures have not been announced, it is to be assumed that the field is open.

Weather Conditions (4/2017)

Lightning/Thunder:

- Seek shelter immediately - Leave the fields
- Game suspended 30 minutes following the last thunder clap or lightning flash. Clock resets at each recurrence.
- Do not restart the game if there is not sufficient time to complete at least the first half of play
- At the first sounds of thunder or the first sighting of lightning flash play shall be suspended; all coaches, players, referees and spectators are to withdraw from the field and seek proper shelter.
- home team members should make our visitors aware of our policy and instruct them to seek proper shelter. No place outside is safe near thunderstorms. The best shelter is a large, fully enclosed, substantially constructed building. A vehicle with a solid metal roof and metal sides is a reasonable second choice.
- Wait 30 minutes after the last sound of thunder or the last lightning flash before giving the "all clear" signal and resuming normal activity. If additional lightning slashes are seen or thunder is

heard, the 30-minute waiting period restarts. In the event that play is suspended and conditions will not allow for the game to resume, the game will be considered an official match

- Any additional matches that follow shall have to repeat this same policy before starting.

Rain/Snow

- Games and practices may continue in the rain/snow.
- For practices, coaches should use their judgement and remove players from the field if the rain/snow gets too hard or the field gets too wet.
- During games, the once a game has started only a referee can stop it.

Board Member Meeting (4/2017)

At any time coaches, parents or guardians may request to attend a NPSC Board meeting to address the entire board. The request will be honored at the next scheduled Board meeting. The topic for discussion should be submitted to the NPSC Board at the time of request. The first 15 minutes of any scheduled board meeting is open to be used for member discussions. Members must request and be invited to attend.

Coaching/Managing (4/2017)

NPSC relies on its volunteer parent coaches and managers to provide our players a fun and rewarding experience. Coaches who volunteer are committing to running one weekend (Saturday) practice and attend weekend games. All coaches must hold a NJ F license, submit to a background check and complete concussion training.

Tournaments (4/2017)

Effective 8/1/2017 NPSC will no longer pay for one tournament/year for teams.

Because of the extra cost involved, participation at a tournament is considered optional and the cost of the tournament should be split among the participants.

NPSC will assist, when possible, the additional carding of players in an age group to help facilitate a tournament team.

24 Hour Policy

Description:

The 24 hour policy is a rule implemented to help keep peace between the coach and parents. The rule is simple: Parents cannot approach the coach about issues until after 24 hours of the competition. This includes negative postings to social media.

Reasons for the Rule

- To allow the parent's to calm down after the issue has developed.

- Allow the coach to calm down after the competition.
- Give parents and coaches time to think about the problem.
- To prevent any unnecessary acts or scenes in front of players and other parents.
- Calmer heads will prevail.
- To stop any embarrassing moments in front of the players or child.

The hope that time to think about the issues will help to solve the problem in a positive manner and the right resolution.

Sometimes in the heat of the moment parents and coaches say things that they don't mean. This can hurt the player or team because things were not handled correctly. The parent & Coach relationship is important, but the overall decisions should be based on what is best for the team and players. The rule is in place to help protect the players and team.

Refund Policy

The timing determined and cancelation fee amounts are based on the deadlines and effort required to form teams for the respective season(s). The cancelation of registrations affect NPSC's ability to determine and finalize the number of teams and players for each team, etc. For U9 teams and above, final teams and rosters are required to be submitted to respective leagues by required league dates. Registration and deadlines are set based on those league requirements.

All tryout teams have a two season requirement. Non tryout players may choose to register for single season or two seasons.

For Micro/SDP Program: (Fall/Spring)

1. If the cancelation is before sessions begin: Full refund LESS a \$10.00 service fee
2. After sessions start: No refunds

Select/Tryout Teams

Single season tuition is due at time of registration for evaluations. For players who are placed on the select team this fee is down payment for full (Fall and Spring) season. The balance of payment will be due following announcement of select teams and upon request. Select team players must play and pay for BOTH Fall and Spring seasons.

1. For tryout players who are NOT placed a select team, this payment will cover cost of Fall season on a Recreational Travel Team. A separate registration will open for Spring season for Recreational travel players to sign up and pay.
2. For all tryout players, there are no refunds once tryout results are announced. All tryout players will be placed on either a select or travel team.
3. Players who registered for tryouts but then decided not to attend will receive a full refund less a \$10.00 service fee.

Non Tryout / Travel Team Players

Fall Season

- 1) If cancelation is before rosters are published: Full refund LESS a \$35 service fee
- 2) After rosters are published: No refunds

Spring Season

- 1) If cancelation is before rosters are published: Full refund LESS a \$35 service fee
- 2) After rosters are published: No refunds

Financial Assistance Policy

The New Providence Soccer Club (NPSC) understands that from time to time families living in our town may face financial hardships. NPSC does not want these hardships to prevent New Providence youth that want to play soccer from doing so. As such, the following policy lays out the conditions under which NPSC will waive all or a portion of the registration fee (grant a "financial assistance") for a youth player. All requests for financial assistance will remain confidential and will only be communicated to those members of the Board of NPSC determining assistance.

- Player must be resident of New Providence.
- Family must demonstrate a financial need
 - If the child is eligible for lunch financial aid in school, this is sufficient to demonstrate a financial need
 - The family can offer another reason as a demonstration of financial need. In this circumstance, a subgroup of the NPSC Board of Directors will decide whether to grant the request. The subgroup will consist of the club president, registrar, treasurer, and one other member.
 - The player's coach can make the request on behalf of the family if he/she feels that he/she has enough information to be comfortable doing so.
 - The family must provide written evidence of residency and financial need, if requested by the Board.
 - In rare cases, the Board may decide to grant financial assistance to a player who is not a resident of New Providence, if there is a demonstrated need, and the family has strong ties to New Providence (child in school, family membership in church/club, parent employment).
 - The family must state that they have a financial need at the beginning of the season. If the player is receiving financial assistance for more than one year, the family must state each year that there is still a demonstrated need.
- The financial assistance will be in the form of a waiver of registration fee. The NPSC Registrar will allow the player to register on the NPSC website without paying the fee.
 - NPSC will not pay for out-of-town training. The club will only waive a fee that would have otherwise been paid to NPSC.
 - Fee waivers can be for any of the teams/programs that NPSC runs: Micro-league; Inter County or Mid New Jersey teams for grades 3-8 or high school ages; and/or winter training programs.
 - The financial assistance will be for one year (fall-spring season) or less. The family must make a new request if they want to receive a scholarship for a new year.
 - In some cases, the NPSC Board may decide to waive a portion of the fee but not the entire fee.
 - In some cases, the NPSC Board may require the player to pay the full registration fee, but allow the fee to be paid in installments, rather than upfront at the beginning of the season. In this case, the Registrar will establish a payment plan for the family.

Families wishing to request financial assistance should contact the registrar at the following email address: registrar@npsoccerclub.org. The family can also contact the registrar through the NPSC website: www.npsoccerclub.org. Go to "Contacts", and look for "registrar."

Conflict of Interest Policy

Article I -- Purpose

The purpose of the conflict of interest policy is to protect New Providence Soccer Club's (NPSC) tax-exempt interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of NPSC or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Article II -- Definitions

1. Interested Person

Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

2. Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- a. An ownership or investment interest in any entity with which NPSC has a transaction or arrangement,
- b. A compensation arrangement with NPSC or with any entity or individual with which NPSC has a transaction or arrangement, or
- c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which NPSC is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial. A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

Article III -- Procedures

1. Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

2. Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

3. Procedures for Addressing the Conflict of Interest

a. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.

b. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

c. After exercising due diligence, the governing board or committee shall determine whether NPSC can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

d. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in NPSC's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

4. Violations of the Conflicts of Interest Policy

a. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Article IV -- Records of Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed, and

b. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Article V -- Compensation

a. A voting member of the governing board who receives compensation, directly or indirectly, from NPSC for services is precluded from voting on matters pertaining to that member's compensation.

b. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from NPSC for services is precluded from voting on matters pertaining to that member's compensation.

c. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from NPSC, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Article VI -- Annual Statements

Each director, principal officer and member of a committee with governing-board delegated powers shall annually sign a statement which affirms such person:

a. Has received a copy of the conflicts of interest policy,

b. Has read and understands the policy,

c. Has agreed to comply with the policy, and

d. Understands NPSC is charitable and to maintain its federal tax exemption it must engage primarily in activities that accomplish one or more of its tax-exempt purposes.

Article VII -- Periodic Reviews

To ensure NPSC operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

a. Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.

b. Whether partnerships, joint ventures, and arrangements with management organizations conform to NPSC's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

Article VIII -- Use of Outside Experts

When conducting the periodic reviews as provided for in Article VII, NPSC may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

NPSC Privacy Policy

Introduction

Your privacy concerns are important to New Providence Soccer Club (NPSC). You need to know what information about you is being collected over the Internet and how that information is being used. At www.npsoccerclub.org (the "Site"), a Web site maintained by NPSC. New Providence Soccer Club is committed to assisting you in this regard. To that end, this policy explains what information is collected by NPSC from users of the Site and how that information may be used by NPSC.

Other Web Sites

The Site may be linked to other web sites. While this policy describes privacy issues relating to the Site, it does not describe the practices of any web site that may be linked to the Site. You should consult the privacy policies of those other web sites before submitting any information to them. NPSC is only responsible for information collected by it through the Site.

Collection of Information

Most of the information collected by NPSC is provided directly by you. When using the Site, you may be asked to provide information about you, such as your name and e-mail address. If you do not want NPSC to have that information, you should not provide it. However, you may not be able to then enjoy some of the Site's benefits.

Other information collected by NPSC may be provided automatically when you access the Site. A number of companies offer software that enables you to anonymously visit the Site. If you use this software, NPSC will not be able to recognize you and some of the benefits of using the Site may be unavailable to you.

Use of Information

NPSC only collects information for the purpose of making the Site more useful to its users or otherwise to better serve its users. Information collected by NPSC may also be used to occasionally notify you about changes to the Site, services offered by NPSC, recent developments at NPSC, and offers you may find of interest. Statistics may also be compiled by NPSC for many purposes using information provided by you. However, all statistics will be aggregated with other users of the Site and will not be associated with an individual user.

Cookies

Like many web sites, NPSC may use "cookies." Cookies are small pieces of information that are stored by your web browser on your computer's hard drive. They enable the Site to recognize you as a repeat user of the Site. Your web browser may provide you with the ability to not accept "cookies." However, in order to take full advantage of the Site, NPSC recommends that you accept "cookies" from the Site.

Security

The NPSC website uses the HTTPS protocol on its website to protect your data.

Children

If you are under 18, NPSC recommends you use the Site with the supervision of a parent or guardian.

Disclosure

NPSC does not sell or otherwise disclose your personal information to others without your authorization, except that NPSC may disclose such information to any successor of NPSC or when it believes, in good faith, that such disclosure is reasonably necessary to comply with any law or protect the rights, property or safety of another person.

Consent

By using the Site, you consent to the collection and use of information by NPSC as set forth in this policy.

Changes

NPSC may change this policy at any time without notice to you. If NPSC changes this policy, it will post those changes on this page. By continuing to use the Site after any such change is posted, you agree to such change. You should periodically check the Site for changes to this policy.

Additional Information

NPSC welcomes your questions, comments and requests for additional information regarding privacy on the Internet in general and the Site in particular. You can contact NPSC by using the Contact page on this site.

Background Screening Policy

PURPOSE

It is the intent of this policy to establish certain guidelines wherein the New Providence Soccer Club (hereinafter referred to as "NPSC") can seek to protect our children by investigating the background of volunteers who will be coaching children involved in athletic programs run by NPSC.

GENERAL

A. All NPSC teams shall have at least one (1) approved coach or assistant coach (hereinafter collectively referred to as "Coach") present at each athletic activity, including practices and games, unless coached by a professional trainer. A Coach becomes approved once the process described in this policy is completed.

B. Any person who has been found guilty, pled guilty; or pled no contest, regardless of adjudication, or has a pending charge pertaining to, any of the disqualifying offenses listed in this policy will be immediately disqualified from coaching (either as a head coach or an assistant coach) in any program offered by NPSC.

The New Providence Soccer Club also reserves the right to disqualify a person for any crime that would be considered a potential risk to children and/or vulnerable populations. A Coach who willfully fails to comply with this background screening policy shall be automatically disqualified.

C. This policy will apply to all coaches, both head and assistant, participating in NPSC. Each Coach will have his or her background re-according with the current New Providence Recreation Department policy.

SCREENING PROCESS

1. The New Providence Soccer Club is partnered with the New Providence Recreation Department to screen all youth coaches.
2. NPSC will track coaches background checks yearly. New coaches will have their names submitted to the New Providence Recreation Department. Coaches who have not been checked through participation in other New Providence Recreation activities will have to undergo a background check.
3. Once submitted to the New Providence Recreation, the NPSC will follow the New Providence Recreation Department Volunteer Coach Background Check Policy and Procedures (attached).
4. Prospective coaches who return a 'Fail' result will not be allowed to participate as a coach or assistance coach for NPSC.

Revisions

November 3, 2016 Policies reviewed and accepted.

April 6, 2017 Policies updated