



NORTH ROYALTON SOCCER CLUB

SATURDAY RECREATIONAL LEAGUE

REFEREE GAME ASSIGNMENT POLICY AND PROCEDURES 3/18/2019

GAME ASSIGNMENT SUMMARY

*You will first receive a **PROPOSED SCHEDULE** with your game assignments by group Email.*

You must accept your assignment in writing by reply Email within 48 hours by replying to refereeschedule@nrsc.net with YOUR NAME and the word ACCEPTS.

*With everyone's cooperation A **FINAL SCHEDULE** will be group Emailed to all and posted to the North Royalton Soccer Club web site (nrsc.net) by the Monday before the games are played.*

*Once the schedule is posted as **FINAL** no changes will be permitted.*

LATE ARRIVALS OR MISSED GAME ASSIGNMENTS WILL NOT BE TOLERATED.

Overview

- The majority of games in the spring of 2019 will be held on Saturdays between 9:00AM and 5:30PM at Heasley Fields, some at Serpentine Stadium. The first two weeks this year will be at the Stadium and Royalton fieldhouse.
- Some games during the fall session may be held at Memorial Field and Serpentine Stadium.
- There will be 6 Saturdays of regular season games (approximately 16 to 20 games each) to be held on April 6, 13, 20, 27 and May 4, 11.
- There will be a weekend of Soccer Days games (approximately 32 to 40 games each day) done in a modified tournament scheduled over the Saturdays and Sunday weekend of May 18th and 19th.
- The fall 2019 schedule will be determined in August.
- **The assignments for all games and all referees will be scheduled in advance** through the process described below. Each Saturday's game schedule will be different; therefore, each Saturday's assignment will be different. While every attempt will be made to assign games equitably over the course of the season, assignments may be based in part on the individual referee's ability as well as availability.
- Complete or partial game day schedules may be canceled due to weather and the assigned games may not be rescheduled. These cancellations are completely out of control of the referee assignor.
- We have approximately 35 referees registered including about 13 who have just received certification this spring. All games will be officiated by a 3 man crew made up of a combination of experienced, first year recertified and newly certified novice referees.
- Referees may be assigned to work with any of the available registered referees at the Referee Coordinators discretion. No requests can be made.

Contact and Communication

- Contact with each referee will be made **primarily** by Email and when necessary by text through the phone number(s) that they provide to us on their registration form. It is the referee's option whether to give us an address or number belonging to them or their parents and we understand the reasoning behind either choice. However, we will consider all communications to have been made to the referee when we use the Email address or phone number we are provided.

- To avoid the possibility of a game time no-show because a referee did not receive or open his Email or his parent received but forgot to tell him, all game assignments must be **accepted by reply Email** to refereeschedule@nrsc.net, within 48 hours following your email notification.

Schedule Distribution and Posting

- Each Saturday's **proposed** schedule should be prepared and posted by the weekend, at least 2 if not more weeks prior to the day of the games. The exceptions may be the first Saturday of the season and of soccer days since our assignments cannot be made until the completed game schedule has been provided to us.
- Game schedules will be group Emailed to all of our registered referees based on the Email address provided to us on their registration form. A printed copy of the schedule will be posted at the Heasley Field concession stand each weekend.
- With everyone's cooperation a **final schedule** will be group Emailed to all **no later than 5 days (Monday night) prior** to the Saturday game day.

Scheduling - Game assignments and acceptance

- The regular season Saturday game dates and times have been provided to all registered referees. Referees who choose to be assigned games for the season understand that they need to be available on those days and times.
- To avoid any unnecessary conflict rescheduling, using the preseason registration form, all referees have the opportunity to notify us in advance that they choose to be excused from the schedule because of prior Saturday commitments to **Church, School or Athletics**. This can be updated throughout the season but must be done at least 3 weeks prior to the game Saturday. This may have an effect on the number of games you are assigned throughout the season.
- As noted above, each Saturday's **proposed** schedule should be prepared and sent by group Email to all registered referees by the weekend, at least 2 if not more weeks prior to the day of the games. The schedule will have the words **PROPOSED SCHEDULE** and include the game leagues with age, game time, field and include the names of the entire 3 man crew with the center referee in the middle and the assistant referees on the top and bottom. You must work with the crew you are assigned to.
- You have 48 hours to accept your assignments by reply Email to, refereeschedule@nrsc.net with the words **YOUR NAME and ACCEPT**. No other attempt will be made to contact you if you do not reply.
- When we receive no reply, that game(s) will be offered to the next available and qualified referee on our list, by Email and they will then have 48 hours to accept. This process will continue until all the game assignments are accepted. The sooner you reply the sooner this process can be completed.
- When all games are accepted a group Email will be sent with the final schedule headed by the words **FINAL SCHEDULE**. With everyone's cooperation that should be no later than 5 days (Monday Night) prior to Saturday game day. **After that, no changes will be permitted. You must show up to your assigned game(s).**

Exceptions only for emergencies

- Once you have accepted your game assignment(s) it is your responsibility to work that game. If an emergency arises after the schedule is finalized, where you can not meet your game day obligation, it continues to be your responsibility until a replacement is found. **Immediately** Email the Referee Coordinator at refereeschedule@nrsc.net so we have time to find a replacement. If it is within a day or two of the game you can also call or text him at 440-666-8846 after you send your Email.
- In an emergency situation and only in an emergency, it may be possible for you to exchange your game with another referee if done with the **prior approval** of the Referee Coordinator.

Consequences and penalties – regardless of excuse

1. Late for assigned game(s)
 1. A referee arriving late for a game (less than 10 minutes prior to the assigned game time) will lose that game.
 2. Arriving late for a second game, the referee will lose that game and his next assigned game will be given to the referee that filled in for the late referee.
 3. Arriving late for a third game will result in the referee's suspension from all scheduled games and must meet with the Referee Coordinator to make arrangements to be reinstated.
2. Missed game(s)
 1. A referee missing an assigned game will lose their next assigned game to the referee who filled in for the absent referee.

2. A referee missing a second assigned game will be suspended from all scheduled games and must meet with the Referee Coordinator to make arrangements to be reinstated.
3. A reinstated referee who misses a third game will be suspended indefinitely.

Any questions or comments to the Game Assignment Policy & Procedures, please contact Bill Werner or Guy DiSiena