



Welcome and thank you for volunteering to coach or manage a Tuscany Community Soccer Team! This package is intended to provide you with quick access to information that you will require on a regular basis.

Important Dates:

April 10th: Equipment pick up at Tuscany Club (outside behind Splash pad) Noon – 1p

April 10th Coach Development clinic at Tuscany Club (downstairs studio/gym) 1p – 3:30p

April 23: Season begins for Saturday teams

April 25: Season begins for M/W teams

April 26: Season begins for T/T teams

May 14th: Photos @ the Tuscany Club (separate sign up will be sent out prior)

June 22: Last game for M/W teams

June 23: Last practice/game for T/T teams

June 25: Last game for Saturday teams

June 25: Coaches or managers return equipment to the volunteers at the Tuscany Club (outside behind the splash pad) 12 – 2p

Getting Your Team Started

Your team roster will be available in early April. I will email when it is ready to be viewed.



- The league will be providing basic Team Snap accounts for each team. If you are not familiar with Team Snap, it is a great App that you download to your device for free. It is a great way to have your players RSVP, to contact your team re: weather cancellations, special notes, reminders, etc. It is more effective than group texts, group email or the really old days of phone trees—ha! A great job for team managers would be setting this up for your team.

1. **Contact your co-coach and recruit a manager if you would like one.** Decide who will pick up the equipment. Depending on weather and ground conditions, look for us either outside of the skate change area, or by the shed along the fence line (lookers-left of the skating oval).
2. **Contact each of the players:**
 - Introduce yourself – **You are the single point of contact for your players and they find out their team assignment and season updates through you.**

Once you have received and accepted the Team Snap invitation from me you will have access to your roster, which includes a parent email address. Please go through and click the green 'Invite to Join' button underneath the player's name. You can then either send a welcome message to them through the app or via email, whichever you prefer. I have some templates that have been used by coaches in the past that I am happy to share. Just send me an email and I can forward them on.

In the introduction, please:

- Confirm location of play, dates & times. Day of play and location can be found within your team name. All times of play can be found on the TCA Soccer website:
<http://soccer.tuscanyca.org/>
 - TSB – Tuscarora Fields, Tuscany Springs Blvd
 - TMD – Tuscany Meadows Drive Fields (behind Tuscany School)
 - TW – Tuscany Way Fields (these fields are located North of the Sobeys, behind Eric Harvie School)
- Field maps can be found at <http://soccer.tuscanyca.org/>
- Provide first practice/team meeting information
- Please ask the parents to review the player code of conduct & parent code of conduct on our website for players/parents to read before the season start.
 - Provide list of vacant team volunteer positions, such as:
 - Assistant Coach
 - Team Manager

Inform parents that there will be a brief team meeting at your first practice to hand out jerseys, choose a fun team name; (Usually the kids like to submit ideas like; The Black Sharks, Red Paw Patrollers, the Yellow Suns, etc)

3. At the first practice/game or by email prior to season start:

Please remind parents that a parent or guardian (caregiver) must remain with the child at the field at all times.

- Recruit a CO-COACH if you do not already have one assigned.
 - Recruit a TEAM MANAGER if you would like one and do not already have one assigned (see Team Manager Roles below).
 - Review player and parent code of conduct. Keep in mind that these were written for multiple age groups so items may need to be modified. If, during the season, you feel that parents or players are not following the code of conduct please contact soccer@tuscanyc.org to report the situation and for guidelines on how to proceed. Specific names can be excluded if you wish. As well no communication, provided to the above email, will be shared with the individuals or public.
4. Submit new co-coaches to the soccer coordinator (soccer@tuscanyc.org) so that they may be entered into the database. This will allow them to have access to the team list/information.

Team Manager Roles

If you would like to recruit a team manager, they can help coordinate the various administrative tasks. It is personal preference which tasks the coaches manage and which tasks the managers manage. Some ways that the team manager can support the coaches are:

1. Setting up the Team Snap App to use for team communication such as information regarding cancelled games due to weather, any changes in Covid protocols, sharing photos, etc.
2. End of season Medal distribution.
3. Equipment pick-up and return. Coaches should coordinate with assigned team manager if s/he cannot make it at designated time.

League Play Schedule

U4 - Sat 9:30–10:30 am @ TMD, TW, TSB

U5 - Saturday 10:45-11:45 am @ TMD, TW, TSB

U6 - Saturday 10:45-11:45 am @ TMD, TW, TSB

U5/U6 T/T: 6:30 – 7:30 TW

U8 Mixed – Sat 9:30 – 10:30 @ TMD, TW, TSB

U8 Mixed- Mon and Wed 6:30-7:30pm @ TMD

U8 Girls – Mon and Wed 6:30 – 7:30 @ TW

U10 Mixed – Sat 10:45 – 11:45 @ TMD, TW

U10 Mixed –Mon and Wed 6:30 – 7:30 @ TMD

U10 Girls – Mon and Wed 6:30 – 7:30 @ TW

U12 Mixed – Sat 9:30 – 10:30 @ TMD

Due to the short season there will be regular scheduled practices on holiday Mondays and long weekends. As a team you may decided to cancel the practice.

Game/Practice Schedule

Game schedules will be posted on our website when they are completed. I will send an email update once they are posted. In the past (with the exception of U4) Saturday teams have 30 minutes of practice and a 30min game each week. Weekday teams practice the 1st weekday and have a scheduled game the 2nd weekday.

Field Closure Information

Given how quickly the weather changes in Calgary, it is best to leave it up to the coaches to call the practice/game at the field.

The game/practice will be cancelled if:

- it's snowing, raining, hailing or lightning
- it's colder than -5 degrees Celsius
- if the kids would not want to play. We want the kids to enjoy soccer and if the weather is going to impede that, then the game will be cancelled

Please contact the players on your team to cancel a practice or game. Please also contact the coach of the team that you are scheduled to play if possible.

Thanks and have a great season!

Cheers,
Jamie Neufeld

soccer@tuscanyc.org

www.soccer.tuscanyc.org