

Coaches, Assistants and Managers,

Welcome to SAM Soccer, the fall 2017 version... Now, you are receiving this e-mail for at least one of the following reasons:

1. You are returning to coach the team you previously coached
2. You are taking over a pre-existing team
3. You are a new coach to SAM with a new team

From all of us here at SAM and the Maryland SoccerPlex, let me start by saying **THANK YOU** for volunteering your time to be a coach in our league. We could not exist without you, and your hard work and dedication is definitely appreciated.

We are going to break this down into a nice simple check list for you

1. July 15th – Early Registration Ends. Communicate with your team to register.
2. July 15th - SAM SELECT Carding. Send in a head shot and let SAM know what team or teams you are coaching. Email marylandsoccerplexreg@gmail.com with proof of age and head shot.
3. August 3rd - Must attend the coaches meeting on 7pm at the Discovery Sports Building.
4. August 11th - Game/Schedule Request Deadline
5. August 11th - Last Day to sign up a team
6. August 14th - Practice schedule released
7. August 23rd - Game schedule released.
8. August 28th – Uniform distribution starts

Section 1: Requirements of Coaches

*As part of SAM's policy, the following items MUST be completed once every year. **If any of the items are not completed to the satisfaction of SAM your team will not receive a practice permit/time.***

If you or any club or team has multiple coaches they must all be registered as volunteers in the SAM system and they will be placed as the Coach or assistant coach on the team. This coach will need a background check and complete the concussion course before March 27th 2017. Any coach without a background check and/or coaches card (SELECT ONLY) in spring 2017 will be asked to leave the side line.

BACKGROUND CHECK – Only if you did not complete once in fall 2017 (good until July 1st 2017)

Here are the steps to follow to register: for your background check:

SAM Soccer's background check policy is as follows:

1. **EVERY** Coach and Assistant Coach **MUST** submit a background check **ONCE A YEAR** in order to coach in SAM.
2. **ANY** Coach or Assistant Coach unable to complete their background check **MAY NOT** coach in SAM.

The process for registering for SAM and completing a background check is as follows:

1. The coach, assistant coach or team helper must register as a volunteer in the RosterPro registration system for ALL teams that he/she coaches – if a coach has 9 teams, he/she must register 9 times
2. Registration will go into a Pending status
3. SAM will send out an email to all registered coaches once a week with the background check link for SSCI
4. Click on the link sent out via email and follow the on-screen instructions
5. It is important when coaches enter his or her name, to use their **full legal name** as written on his/her **birth certificate, passport or driver's license**.
6. **A valid social security number is required to complete a background check.** Please make sure the social security number was typed correctly. Using nicknames or failing to type a correct social security number may delay or invalidate a background check.
7. An email address is required when completing the background check as SAM's contact with coaches will be largely via email.
8. SSCI will send the "red light/green light" results to SAM Soccer. Once SAM receives a green light on a background check the coach will be approved and assigned to a team(s).

A coach **MUST** register in the system, failure to do so will result in the inability to get the background check link, and thus a coach **CANNOT** coach. The link from last year **WILL NOT** work anymore, so please do not rely on that link.

CONCUSSION POLICY

Once a year, every coach must take the **Heads Up** online concussion training course given by the **Centers for Disease Control (CDC)**. At completion of the 30 minute course the coach will receive a certificate of completion that shall be submitted to Jimmy Escobar, jescobar@mdsoccerplex.org, prior to the first game of the fall/spring season. The link to the course is: <http://www.cdc.gov/headsup/youthsports/training/index.html>.

Section 2: Coaching Information

E-MAILS

- Let it be known now, you will receive many e-mails from me this season. **ANY** e-mail you receive that starts with "SAM Soccer Week X" you should read thoroughly as it will contain plenty of information.
- Also, all SAM Soccer emails only go to the primary e-mail (your log-in) on the account. If you would like for me to swap the primary and the secondary e-mails, please let me know.

ACCESSING YOUR ROSTER

- Log-in to your account at [https://mdsoccerplex.demosphere-secure.com/ dashboard](https://mdsoccerplex.demosphere-secure.com/dashboard)
- [Click here](#) for step by step instructions on how to access your roster.

PRACTICE

- The system allows for coaches to check which days work best for them for practice, and you can enter in your preferred practice location in the special request section when you register.
- SAM applies for practice permits to use county school and park fields, but no guarantee we will be given or be able to acquire your preferred field.
- We will receive our allocation of permits in mid-march, so I cannot provide what is available until that time.
- These fields are typically in the Germantown area, however, we have fields in Rockville, Damascus and Gaithersburg and some further south.
- Each team receives one permit, and then if you are interested in obtaining a second permit, we will distribute what is left over after everyone has one permit.

UNIFORMS for Recreation– FOR SAM REC ONLY, SAM SELECT MUST PURCHASE THEIR OWN

UNIFORMS

- ONLY new players and players who DID NOT play in the Fall 2017 season will receive a full uniform, which includes a jersey, shorts and socks.
- **New players and new teams will receive new uniforms in the Fall 2017.**
- Uniforms will be ready by August 28th; you will be handing out individual jerseys to your players.

COACHING EQUIPMENT

- All new coaches will receive an equipment package from DICK's sporting goods.
- Each head coach will receive a coaching jersey
- Each new team will receive a GK jersey

IMPORTANT DATES - Fall 2017 Season (8 game season)

- July 15 - Early registration deadline, \$10 increase (from \$145 to \$155)
- July 15 - Returning player deadline
- August 3 - SAM Rec & SELECT Coaches Meeting at 7pm inside the Discovery Sports Center
- August 11 - Game request deadline (any requests after this date WILL NOT be honored unless in case of emergency)
- August 11 - Last date to sign up a team (Rec and SELECT)
- August 14 - Practice schedule release
- August 15 - SAM SELECT Combine for U9-U11 players (2007-2010)
- August 16 - SAM SELECT Combine for U12+ players (2001-2006)
- August 18 - Last date to apply for Financial Aid

- August 19th - SAM Day at Dicks Sporting Goods (Rio Washingtonian Center 9am-1pm)
- August 23 - Game schedule release
- September 8-10 - First weekend of games
- September 15 - SELECT player registration deadline (no registrations for SELECT will be taken after this date)
- September 15- Rec player registration deadline (no registrations for Rec will be taken after this date)
- September 15 - Rosters frozen (no players may be added to your team for any reason after this date)
- September 23-24 - Picture Day with LifeTouch
- September 30 - SAM Soccer Player Escorts at the Washington Spirit vs Seattle Reign Game (7pm) - LIMITED OPPORTUNITY - email Ian Lesaar at ilesaar@washspirit.com for more information.
- October 6-8 - No games
- November 3-5 - Last weekend of games

If you have any other questions or want some help in the coaching department, please don't be afraid to ask. Please email gburke@mdsoccerplex.org. Thanks - SAM Team.