



CALGARY WEST SOCCER CLUB TOURNAMENT/EVENTS POLICY

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INTRODUCTION

This Tournament/Event Policy will focus on the philosophy and selection process behind tournaments and travel events that can be considered for various ages and levels of play.

It will provide guidelines on:

- the philosophy and selection process behind tournaments and travel events that can be considered for various ages and levels of play.
- a recommended tournament matrix, which identifies the nature of events and at what age Calgary West teams should endeavor to play in.
- a tournament/event process map
- a tournament play up policy
- a tournament financial policy



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BUILDING CLUB CULTURE THROUGH TOURNAMENTS/EVENTS

Calgary West, believes that tournaments can be utilized for development purposes, if periodized within a team's development plan. It can also foster Club culture, as teams represent our Club at tournaments and festivals, including local, provincial, regional, national, and international events.

By showing a progressive club driven strategy to team participation in tournaments / events we hope to:

- Screen events for best facilities, organization, competition for our development objectives
- Increase the sense of club pride
- Demonstrate a level of organization to our members
- Build relationships with tournament organizers for potential registration discounts, appropriate scheduling, competitive matches.
- Support teams with an efficient use of staff resources (same place, same time)

CALGARY WEST SOCCER CLUB EVENT MATRIX

Below is a recommended tournament matrix, which identifies the nature of events, at what age, Calgary West teams should endeavor to play in. There is some flexibility depending on the level of play of teams For example, a top U10 may consider travel tournaments.

Beyond the matrix provided on the next page, Calgary West Soccer Club will work with its teams to identify opportunities for teams to participate in events, which match the description above. Club recommended events have been pre-qualified as being:

- Well organized
- Appropriate levels of competition
 - This includes the timing of games to avoid team fatigue
 - This includes whether a team is playing teams that they would normally play in the Calgary league. It makes little sense to travel to play the same Calgary teams.
- Quality of officiating
- Quality facilities and playing fields
- Reasonably priced



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CALGARY WEST SOCCER CLUB EVENT MATRIX

Age Group	Festivals	Local Tournaments	Travel Tournaments	Showcase Tournaments	Professional Trials	Global Experience	Minimum roster size	Frequency
U9							12	1 event per season
U10							12	1 event per season
U11							15	1 event per season
U12							15	1-2 events per season if local. 1 event per season if travel is involved. Top tier teams could travel to a quality tournament.
U13							16	1-2 events per season. Top tier teams should travel to quality tournaments
U14							16	1-2 events per season. Top tier teams should travel to quality tournaments
U15							16	1-2 events per season. Top tier teams should travel to show case tournaments. Opportunities for individual players should be identified.
U16							16	1-2 events per season. Top tier teams should travel to show case tournaments. Opportunities for individual players should be identified.
U17							16	1-2 events per season. Top tier teams should travel to show case tournaments. Opportunities for individual players should be identified.
U18							16	1-2 events per season. Top tier teams should travel to show case tournaments. Opportunities for individual players should be identified.



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TOURNAMENT/EVENT PROCESS MAP

The following process should be followed within the Club to approve event/tournament participation.





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IDENTIFYING TOURNAMENTS/EVENTS

Based on the matrix above, one of the first tasks of the team's staff (in preparing the seasonal plan), is to identify the tournaments and events to propose to the team members (families).

When recommending tournaments/events consider the following.

PURPOSE

The selection of a tournament/event should be purposeful and considerate of the time and financial commitment from team members. It should be easy to explain and intuitive such that families can appreciate the recommendation and are excited to participate. It's important to consider:

- Why is does the team want to attend an event/tournament?
- Why does the team want to attend a specific event/tournament?
- Does the level and age of play match the team?
- Does the time of year/season make sense?
- What are the on and off field opportunities for the team members?

Here is a suggested checklist and questions to answer for various types of events/tournaments.

EVENT/TOURNAMENT SELECTION CHECKLIST

Event	Organization	Competition	Financial	Other
Travel Tournament	<ul style="list-style-type: none"> • Communication • Early planning • Scheduling support • Quality Facilities • Environment 	<ul style="list-style-type: none"> • Age • Level of play • Minimal blending of ages/levels 	<ul style="list-style-type: none"> • Entry fee • Travel permit • Transportation cost • Hotel cost • Other 	<ul style="list-style-type: none"> • History of success • Endorsements from previous attendees • Experience off field
Showcases	<ul style="list-style-type: none"> • Communication • Early planning • Scheduling support • Quality Facilities • Environment 	<ul style="list-style-type: none"> • Age • Level of play • No blending of ages/levels 	<ul style="list-style-type: none"> • Entry fee • Travel permit • Transportation cost • Hotel cost • Other 	<ul style="list-style-type: none"> • History of success • Endorsements from previous attendees • College coaches in attendance • Pre-work done by players and staff
Professional Trials	<ul style="list-style-type: none"> • Location of trial • Organizer's reputation • Detailed itinerary • Use of an agent vs. NCAA eligibility is understood 	<ul style="list-style-type: none"> • Trial is at the appropriate age and level 	<ul style="list-style-type: none"> • Financial obligation of the player is clear and accounted 	<ul style="list-style-type: none"> • Opportunity is possible for player • ITC and MLS territorial rules are understood

Note: Professional trials need to be handled carefully. Common issues are:

- They are used to feed the ego of the club/coach involved and are not in the best interest of the player



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- The player is ineligible (or is extremely difficult) for selection, but gets presented as a realistic option i.e. selling dreams
- The club/coach have limited connections and bring the same players to the same opportunities for trial and not assessing the player and sourcing the best opportunity based on the player's interest and ability
- Agents are used, which can negatively impact the players NCAA eligibility

All professional trial opportunities must be discussed at the Club level, with final approval by the Technical Director.

All communication related to the player opportunity must be copied to the Technical Director.

All social media utilized to promote the player opportunity must be approved by the Executive Director.

FINANCIAL

Team staff should be aware of the impact additional costs may have on team members. It is essential to be sensitive and open in this area and to present a plan in such a way that allows parents, in confidence, to raise concerns. Once the purpose is outlined, a financial plan is essential to present to the parents. It should include:

- A budget for all aspects of participating in a particular event
- Disclosure/transparency if staff are covered by the team
- A fundraising plan, including roles, responsibilities, and how funds will be distributed
- A confidential process for parents to raise concerns about their ability to participate, along with a mechanism to try and support such families
- A post tournament/event accounting, with any leftover funds distributed. It is not recommended that team funds are rolled over between seasons.

AVOIDING COMMON MISTAKES

While the table above identifies some of the key questions to answer and things to consider, there are numerous mistakes that are consistently observed when choosing events, especially showcases or professional trials.

Some of the most frequent mistakes include:

- Team staff lack experience or contacts to choose the best events to suit the team and players
- Teams are steered towards tournaments because other teams are attending
- Players or coaches feel that teams need to attend show case tournaments at



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young ages

It is important to note that if teams are attending show case tournaments, players should maximize the value of attending such events. The important tasks to perform in advance are:

- Prepare a professional player profile and highlight video
- Communicate with college coaches

Teams attend at the wrong time, generally in two ways:

- Team is too young (players are not being recruited, generally before U16)
- Many players are already committed

In summary, tournaments and events provide a fantastic opportunity to create lasting memories, developmental and competitive outlets, along with the showcasing of players to collegiate and professional levels of play.

If managed correctly, these tournaments and events can be at the core of the club's culture and something team staff and families (players and parents) will look forward to each season.

TOURNAMENT FINANCIAL OBLIGATION

As part of the Tournament Policy, all players planning to attend a tournament with their current team, or another club team, must settle their registration and academy fees with the Club before attending the tournament. The Club will not approve the travel permit until all players on the roster have settled their financial commitments to the Club.

Players are encouraged to fund raise to cover their Club expenses first, and then use fund raising proceeds to pay for tournament costs. Records of fund raising must be provided to the Club.

TOURNAMENT PLAY UP POLICY

All tournament play ups must abide by the Calgary West Play Up Policy which provides the principles upon which teams should/can add players to their roster.

If a team is planning a tournament with a current team, the players on the current roster will be attending the tournament. The reasons are simple:

- The players are excited
- They are the players of the team at that time
- They commit to the tournament.



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- The family engages financially and plan their family time around the tournament.

Adding players is not encouraged if the entire original roster is available.

Adding players is OK only in the following circumstances:

- There are roster spots available; i.e. An original player has dropped out and the coach would like to preserve the number of players to allow the team to compete, and not be fatigued. However, if the original roster had enough numbers, even with a player dropping out, a decision to call up another player should be weighed against play time for the remaining original roster players.
- It is important not to add a player/s to make the team more competitive.
- It is important not to invite a player with the purpose of recruiting her/him from another club. CWSC will not facilitate plays ups from other Clubs.
- Note: we will also not approve CWSC players playing up for other Clubs.

All travel permits for Calgary West teams must be approved by the Club. Note, a signature of the Club is required before submission to CMSA.

We will require rationale for adding players to approve the permit.

We will also facilitate Club-to-Club dialogue when approving a player from outside the Club.

TOURNAMENT APPROVAL FORM

The Tournament Approval Form can be found on our website under Resources> Club Forms