

East Central District

Game Rescheduling Procedure and “No Show” Reporting

*A great deal of effort goes into developing the schedule for the thousands of games that are played each year in the East Central District. Rescheduling of those games impacts field scheduling, referee scheduling and obviously the many players, coaches, families and friends of each team. Rescheduling is discouraged, but when it is required, the **coaches from both teams involved are strongly encouraged to work collaboratively to ensure that the game takes place.** Please try to find dates, times and fields that work for both teams. Be patient and park your frustrations at the door, we adults are trying to give the kids as many chances to play soccer as possible.*

Rescheduling Games

Clubs/teams may attempt to reschedule games ONLY for the following reasons:

1. Game postponed due to inclement weather
2. Field deemed unplayable by the field marshal, referee or owner
3. Games conflicting with a ‘state league’ commitment
4. Games that conflict with tournaments
5. Games that conflict with school events

Games should not be rescheduled due to a few players missing.

In the event a game has to be rescheduled, the new date should be determined at least seven days before the originally scheduled game date (to allow the referees and field schedulers advanced warning). The rescheduled date must be during the EC League season. Fill out East Central Dispute Resolution form to create a paper trail for rescheduled games. Communication between clubs is vital.

All re-scheduled games must be approved by the home club field scheduler and referee scheduler. If either scheduler is unable to reschedule then the game will be declared a ‘no contest’.

Procedure

1. Coach initiating a change should call the opposing coach as soon as the change is identified as needed.

Mandatory: Call the other coach first as a courtesy

2. E-mail of the change request form with all of the details (copy of the EC Game Rescheduling form is attached on the next page)

Mandatory: Use e-mail to create a “paper trail” (it’s much easier to sort out later)

3. The home team club will manage the change. **All re-scheduled games must be approved by the home club field scheduler and referee scheduler.** If either scheduler is unable to reschedule then the game will be declared a ‘no contest’.
4. Please submit the following information to the home field club at least **seven** days before the scheduled date of the game;

Failed to show or Refused to Play

In the event a team either fails to show for a scheduled game, or refuses to play at the scheduled game time, the referee is required to complete the game report and note appropriately: e.g. TEAM XY failed to show or refused to play. The referee CANNOT declare a winner (or forfeit). The decision regarding the result of the game rests solely with the East Central Games Commissioner.

East Central District Game Change & Dispute Resolution Request

Please indicate type of change request below – instructions on next page

Reschedule Game: _____ <small>Should be submitted at least 7 days before schedule game</small>	Other: _____	Change Score: _____	Declare Forfeit: _____
Team Initiating Change		Date of Request	___/___/___
Situation, reason for change or Dispute <small>(append additional comments if needed)</small>			
Game Number		Age Group	
Division		Girls/Co-Ed	
Home Team		Away Team	
Original Game Date	___/___/___	Field Location & Time	
Reschedule Date <small>(if applicable)</small>	___/___/___	Reschedule Field Location & Time <small>(if applicable)</small>	
Home Team Coach <small>(Name, phone & E-Mail)</small> Please also include team manager if applicable		Away Team Coach <small>(Name, phone & E-Mail)</small> Please also include team manager if applicable	
Home Team Club President <small>(Name, phone & E-Mail)</small>		Away Team Club President <small>(Name, phone & E-Mail)</small>	
Field Scheduler <small>(Name, phone & E-Mail)</small> Only for proposed game rescheduling		Referee Scheduler <small>(Name, phone & E-Mail)</small> Only for proposed game rescheduling	
Endorsements for Change			
Score changes <small>(only coaches endorsement needed)</small>		All Other Changes <small>(must include Presidents)</small>	
Home Team Coach		Home Team President	
Away Team Coach		Away Team President	
Additional endorsements for rescheduling games			
Field Scheduler		Referee Scheduler	

Instructions for **East Central District Game Change & Dispute Resolution Request**

Please use this form if you have a request to change something about a game, such as rescheduling the date of the game or changing a score after the game (a typical example is a game score that is not recorded due to a game card incorrectly completed and/or not mailed).

Instructions:

Instructions:

- 1) Fill out the above form completely (no action will be taken if it is not filled out completely).
- 2) Route the form by e-mail to the six people identified in the Endorsements Section
 - *Coaches only needed for score changes if both coaches agree*
 - *Club Presidents should be added for all other requests*
 - *Field scheduler and Referee Scheduler required for game date change request*

E-Mail Subject Should Start: Game ##### - topic of note

- 3) The endorsers should all type "I endorse the proposed change" in an e-mail and forward it to the next person (the order is not important, but getting all four endorsements is required before the Games Commissioner will review the request.

For Game Date Changes: Forward the endorsed form to the Home Team for rescheduling (see instructions that follow)

For All other Changes (*game scores, no-shows, forfeit resolution, etc.*):

- 4) Forward the Dispute Resolution form to the Games Commissioner and the East Central District Administrative Assistant. **Start subject line with Game Number**

In the event the involved parties do not agree/endorse the proposed dispute resolution, e-mail the Games Commissioner to engage the next level of dispute resolution.

EC Games Commissioner	games@eastcentralsoccer.org
EC District Administrator	administrativeassistant@eastcentralsoccer.org