



CARLSBAD GALAXY

RECREATIONAL SOCCER

Team Parent Handbook

**5315 Avenida Encinas, Suite 200
Carlsbad, CA 92008
Phone (760) 434-5600**

Office Hours:

Monday - 10:00am-5:00pm
Tuesday - 10:00am-7:00pm
Wednesday - 10:00am-5:00pm
Thursday - 10:00am-5:00pm
Friday - 10:00am-5:00pm
Saturday – Closed
Sunday – Closed

www.carlsbadgalaxy.com

Welcome to the 2016 Soccer Season! Thank you for volunteering this year as a Team Parent for Carlsbad Galaxy. The Team Parent is an essential volunteer to the team and the communication line between the club and teams! In this packet, you will find information to assist you as the Team Parent. Please share as much information as possible with members of your team. We look forward to working with you this year! Please feel free to contact the Team Parent Coordinator, Amy Schaefer, at teamparent@carlsbadgalaxy.com if you have any questions.

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Team Roster/Game Schedule - Please distribute a roster to each player's family. Include child's name, parents' name, phone number, and e-mail address. This will help with communication with the team and provide information for families needing carpools, etc. Carlsbad Galaxy will be posting our game schedule in **late August**. Please notify all parents of the time and location of your games. Also, please include if your team is listed as Home or Visitor. HOME team wears GREY jerseys and VISITING team wears NAVY jerseys. **As a rule, please have players take both jerseys to all games.**

Team Snack - If appropriate for your age group, please prepare a snack schedule for your team rotating the responsibility between all players on the team. The team snack should consist of fruit at half time (such as pre-sliced oranges), a snack, and drink for after the game. Snacks should be for all players and coaches. Please leave it up to each family if they would like to provide extras for siblings, or strictly for the players. The snack parent should bring a trash bag and take responsibility for cleaning up all team and snack related trash after each game. Please remind all players to take plenty of water to all practices and games!

Equipment/Uniforms - Each player should have soccer shoes (no baseball/softball shoes), shin guards, a ball, and water bottle for every practice and game. Players are NOT allowed to practice or play without proper soccer shoes and shin guards. As part of the registration fee, each player will receive a uniform package consisting of: One Grey Jersey (Home), One Navy Jersey (Visitor), shorts, and socks. Uniforms have been ordered and will be available for pick up at the end of August. You will be notified as soon as they are available. Please remind your parents that as a recreational organization, uniform sizes are ordered in bulk based on ages of the children.

****The best idea of handing out uniforms is to line the players up, smallest to biggest and hand out the uniforms based on the size****

If there are uniform issues, please compile all team issues and contact our Uniform Coordinator, Claudia at uniforms@carlsbadgalaxy.com. Please do not let individual parents email Claudia. Extras/exchanges must go through YOU first, then Claudia.

Sponsorship for Teams - As a non-profit entity, Carlsbad Galaxy depends on soccer donations to offer the highest quality soccer program to the greatest number of youths as possible. As such, we request that each team have a sponsor of **\$350** to supplement the Club's scholarship fund and offset field maintenance costs, referee payments, and administrative costs. Team Sponsors will be posted on our website and will be silk-screened on the back of BOTH home and away jerseys. Please ask your parents if they know of any company or organization that would be interested in sponsoring your team. The sponsorship form is attached and must be completed and mailed with payment to the Carlsbad Galaxy office at 5315 Avenida Encinas, Suite 200, Carlsbad, CA 92008. Please contact the office at info@lagalaxysd.com for any questions regarding sponsorship. Our Tax ID Number is 33-0025399.

Silk-Screening Information - After your sponsor submits the sponsorship form and payment to the office, please take the attached Silk-Screening Form to the office for the required Carlsbad Galaxy approval. After you receive the authorized signature from the office, put BOTH your jerseys and the silk-screening form in a bag and drop them off at Lamb Screen Printing, 3360 Corte Tiburon, Carlsbad, 92009. Rex Lamb will contact you when the jerseys are ready for pick up.

Team Banners - Banners may be used at soccer games or other team events. You can make one or purchase one. The team can decide on team name and information for the banner. It is recommended that if your team has a sponsor, to add the sponsor's name to the banner. We recommend a local vendor, Spar Customs. Please contact Dave Dabbles, dabbles@sparcustoms.com (949) 235-1001.

Opening Day and Pictures - Opening Day is scheduled for Sunday, September 11. Team Pictures will be taken on this day. A schedule will be available on the Carlsbad Galaxy website which will provide the time of your team's pictures. To ensure a speedy process, please follow these steps:

- Teams should be at Opening Day at least 30 minutes prior to their team picture.
- Picture order forms will be available and should be filled out prior to scheduled time.
- Teams can wear either WHITE or NAVY jerseys for pictures.
- Don't forget the team banner!

Team Raffle Baskets - One of our important club fundraisers is our Annual Basket Raffle. We ask each team to assemble a gift basket to be raffled off at our Opening Day festivities. Be as creative as you like, it's always so much fun to see the individuality that goes into the baskets. What we need from each team:

- Please ask each of your families to donate a \$5-\$10 item or \$5-\$10 in cash to be used for your team's basket.
- Choose a theme. You may choose a theme from the Team Basket Sign-Up sheet or create a theme of your own. Please sign up to reduce duplication of themes. The Team Basket Sign-Up sheet can be found at:

https://docs.google.com/spreadsheets/d/1r4YdwKfu2dKB0mU3mzy1y9lg33F1DLutd_mqAFvp1Mg/edit?usp=sharing

- A team volunteer purchases items to fill the basket. One item needs to be something that all the goodies can go inside (basket, cooler, tool box, backpack, etc.). You may assemble the basket/container yourself or use donation money from your team to have it professionally wrapped (the basket must be wrapped).
- Please attach a note on the front indicating the name of the basket, team name, and coach's last name. Example: "Family Game Night, BU6 Blue Bombers, Coach Johnson".
- Please have a team representative bring your basket to Opening Day. Drop off details will follow. For questions, please contact Dani daniela@lagalaxysd.com.

Trophies - Trophies will be provided for U12 and below. In early October, each Team Parent will be asked to submit players' names to the trophy vendor. More details will follow. Please note: U12 and below receive trophies as part of the registration fee. U14+ are welcome to order their own at their own cost through SD Trophies <http://www.sdtrophy.com>.

Gifts for the Coaches - Most teams collect money to purchase some type of thank you gift for the coaches. A good source of ideas is the coach's spouse or child. The value of the gift varies from team to team.

End of Season Party - Most teams hold an end of the season party to hand out trophies and present coaches' gifts. Some hold their parties right after their last game at the field or nearby park. Some go to local eateries or host it at a player's house. Again, this is up to the Team Parent and team as to what works best for most of the team.

Sponsor Thank You - The league provides a team photo and plaque to each sponsor. You will get them with your trophies or through the same vendor, so please pass them on to your sponsor.

First Aid - Please make sure that you or your coach has a small first aid kit available for all practices and games. The first aid kit should include basics such as band-aids, instant ice, etc. These supplies can be found at any drug store.

Player Cards - Every player in U16 and above is required to have a player card. The cards will be distributed from the office. As a Team Parent for these divisions ONLY, please take a 1 x 1 picture of each player and attach to the cards and laminate the cards. The cards are kept with the coach and are brought to each scheduled game. For questions regarding player cards, please contact Kathy Stanton at kathy@lagalaxysd.com.

Breakdown of Age Groups:

Under 5: U5 players (born in 2012) play 4v4

Under 7: U6/U7 players (2010/2011) play 4v4

Under 8: U8 players (born in 2009) play 7v7

Under 10: U9/U10 players (born in 2008 & 2007) play 7v7

Under 12: U11/U12 players (born in 2006 & 2005) play 9v9

Under 14: U13/U14 players (born in 2004 & 2003) play 11v11

Under 16: U15/U16 players (born in 2002 & 2001) play 11v11

Under 19: U17/U18/U19 players (born in 2000, 1999 & 1998) play 11v11