



International  
Academy  
Massachusetts

**2018-2019**

# **PARENT AND PLAYER HANDBOOK**



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## 2018-2019 SEASON FEES AND DUES

AGE GROUP	BIRTH YEAR	ANNUAL CLUB FEE	ADDITIONAL ADMIN FEE
<b>U9</b>	2010	\$1,295	\$39
<b>U10</b>	2009	\$1,595	\$48
<b>U11-12</b>	2007-2008	\$1,995	\$60
<b>U13-14</b>	2005-2006	\$2,295	\$69
<b>U13-14 NPL</b>	2005-2006	\$2,395	\$69
<b>U15-18</b>	2000-2004	\$2,195	\$66
<b>U15-18 NPL</b>	2000-2004	\$2,395	\$69

Players registering May 15<sup>th</sup> or earlier pay \$250 Registration Fee with 10 month installment plan on the remaining Club Fee.

Players registering May 16<sup>th</sup> or later pay \$350 Registration Fee with 6 month installment plan on the remaining Club Fee.

The Admin Fee is due in full at Registration.

### **SIBLING DISCOUNT:**

Families registering a second child in the same playing season will receive a discount of 10% off the lowest team fee. Families registering 3 or more children will receive a 10% discount off the annual team fee for each child. The discount does not apply to the one time Registration Fee.



**REGIONAL TEAM FEE:** North/South players specifically selected will play 2 additional tournaments and practice twice per month at an additional cost - TBD

## **REFUND POLICY:**

Liverpool International Academy MA may make a contractual offer to join a team to a player and the player's parent/guardian. This offer will include terms of payments for the services to be provided. The offer will be sent via email, generated from Demosphere, our secure registration management system. A player and the player's parent/guardian accept a position on a team by selecting "Accept" within the email which will direct the player/parent/guardian to the registration portal to pay the identified initial payment, administration fee and accept the further payment terms. Such actions by the player and the player's parent/guardian constitute the acceptance of the contractual offer by Liverpool International Academy MA and thereby establish a valid and enforceable contract.

Thereafter, Liverpool International Academy MA will immediately begin to offer the identified services to the player and will have relied on the promise made by the player and the player's parent/guardian. As such, there will be no refunds offered or provided to the player or the player's parent/guardian for any reason. *(However, please see below for information on an optional new Refund Insurance Policy, that is available at extra cost, and which may provide financial security to cover some unforeseen circumstances should a family wish to enroll in this third party product).* Further, Liverpool International Academy MA is relying on the player and the player's parent/guardian to pay the entire contracted price, even if said price is agreed to be paid over time and some services have yet to be provided, as Liverpool International Academy MA has, at a minimum, relied on the promise of payment and incurred the costs associated with providing said services.

## **REFUND INSURANCE POLICY**

For an additional 7% of the Annual Club Fee, the player and the player's parent/guardian may purchase Refund Insurance for the contract entered into with Liverpool International Academy MA. Said insurance will provide a refund for the value of services that Liverpool International Academy MA is yet to provide the player should an identified event occur. An identified event is defined as the player suffering an injury that will take longer than the remainder of the club year to allow the player to return to the field and of which a doctor has provided written confirmation, the player is relocating to an area in which Liverpool International Academy MA does not have programs to provide services to the player, or some other such similar event that will prevent the player from being physically able or geographically available to receive the remaining services provided by Liverpool International Academy MA. At no time will this insurance provide a refund for the initial



down payment for services or for the value of services already provided by Liverpool International Academy MA. Please visit our website for further information and to complete the application.

**PARTIAL FEE WAIVER FOR LONG TERM ILLNESS** (available if family purchase Regsaver)

**DELINQUENT PAYMENTS**

Players that are not compliant with their payments pursuant to their contract with Liverpool International Academy MA shall not be eligible to participate in club activities, including matches, trainings, and tournaments. The pass cards for said players will be held by the club until the players are compliant with their payments.

To remain in good standing with Liverpool International Academy MA, payments must be made pursuant to their contract and must be received on or before the identified due date. A player is considered past due when any payment is not received on a due date. For accounts that are one (1) month past due there will be a \$25 late fee. For accounts that are two (2) months past due there will be a \$50 late fee and the player card will be pulled. A \$50 reinstatement fee will be charged to return the card.

Liverpool International Academy MA reserves the right to suspend the player card of any player whose team or club account is past due.

Players with outstanding balances from the prior season will NOT be issued a player card for the current season until this balance has been paid in full.

Any player that requests a release and has a past due balance for either club or team fees will not be granted said release for Liverpool International Academy MA until all outstanding fees have been paid.

If Liverpool International Academy MA receives a returned check for insufficient funds, a \$50 fee will be charged to the player's account.

Questions regarding the standing of any player should be directed to [info@lfcinternationalacademyma.com](mailto:info@lfcinternationalacademyma.com)



## **ORDERING UNIFORMS AND UNIFORM CYCLE**

Uniform Kit consists of:

- NB Liverpool FC Replica Jersey - Red
- NB Liverpool FC Replica Short - Red
- NB Ringer SS Jersey - Black
- NB Crew Short - Black
- NB SS Tech Tee – Dark Heather
- NB Crew Socks – Red
- NB Crew Socks – Black
- NB LW Solid Half Zip – Gunmetal
- NB Crew Socks – Black

Replica Kit is renewable every year for all players.

The rest of the uniform is on a 2 year cycle – with the exception of teams that are entering the U18/U19 age group (see below). The Competitive 2018-2019 begins a new cycle so the remaining uniform must be purchased and will be renewable every 2 years after that.

Teams entering the U18/U19 age group in the Competitive 2018-2019 season may continue to use their graphic white jersey as a second uniform but will be expected to purchase the Replica Kit and the dark heather Tech Tee, which could double as a game jersey.

Black warmup and backpack are optional items but a player may not wear or bring any other warmup or bag to any Liverpool International practice, game or other program.



## COACH TRAVEL REIMBURSEMENT POLICY

Coach's expenses for overnight or out of state tournaments shall be paid by each team's individual tournament fund, which shall be comprised of money collected from each player's parent/guardian of each team prior to each overnight or out of state tournament. The expenses that shall be reimbursed from this fund to each coach include: roundtrip transportation cost to tournament; ground transportation while team is at a tournament; hotel accommodations at team hotel; \$75 daily allowance for each day of out of state tournaments. Teams are not obligated to pay for more than two coaches to attend a tournament at the same time.

A coach who is attending a tournament as a coach and a parent can only be reimbursed for 50% of the above allowances.



## PLAYER AND PARENT RESPONSIBILITIES

### RESPONSIBILITIES OF Liverpool International Academy MA PLAYERS:

- Players are expected, at all times, to act and play “The Liverpool Way” and to conduct themselves in a manner which is in keeping with the Liverpool International Academy MA values of Ambition, Commitment, Dignity and Unity.
- Players shall not bring discredit upon the organization and shall maintain the highest standard of conduct and good sportsmanship.
- Players shall refrain from using profanity during matches and practices.
- Player will show respect toward referees, opposing teams, and fans. They will not harass, abuse, or berate a referee for any reason.
- Players shall not participate in physical violence or threats thereof during games or practices.
- Players should bring cleats, shin guards, water, and a properly inflated soccer ball to practice.
- Players are expected to show respect for all coaches and adhere to all instructions.
- Players shall be on time and prepared for all practices and matches as outlined by their coach. All team practices, meetings and activities are essential for player development; the coach or team representative must be notified in each instance in which a player is unable to attend a scheduled team activity.
- Players will play within the Spirit and Laws of the Game.
- Players are expected to wear the approved club attire during practices and matches.
  - Home Games – all Red kit





- Away Games – all Red kit preferred but if opposing team has similar color, then full away kit
- Practice/Training – Dark Heather Tech Tee with away shorts and socks (black)
- Playing time is not automatic; it is earned. Players normally will receive enough playing time for their continued development. However, the coach will determine an individual player's actual playing time. Playing time may not be equal in a game or a weekend. Playing time should be measured over the course of the season.

## PARENTAL INTERACTION AND BEHAVIOR

- Avoid 'coaching' from the sideline while watching your child's game. A common problem in youth soccer is the impulse parents have to shout instructions to their young players from the sideline. It is especially difficult for a child because he or she has a tendency to refer to what a parent says, which often conflicts with the instruction from the coach.
- Do not criticize the referee. Spectators should realize that referees sometimes make mistakes – even those officiating at the highest levels of play. Officials, coaches and players will be treated with respect during all Liverpool International Academy MA events. Parents and spectators are not permitted to disparage, ridicule, or otherwise engage in threatening or harassing conduct toward an official, coach, or player at any time.
- Focus on the benefits of the game rather than the score. Far too often parents focus on the score in a game rather than the experience their child has while playing youth sports. While it is natural to want to win, parents need to keep focus on the larger picture.
- Think when interacting with opposing fans. Avoid confrontation with opposing team parents, spectators, coaches and players. Represent Liverpool International Academy MA as a club, and your child in a respectful manner.
- Alcohol, drugs, smoking. The use or possession of these substances, or being under the influence of alcohol or illegal drugs immediately before and during Liverpool International Academy MA events, is strictly prohibited.
- Parents/guardians and other spectators that are not able to conform to the above expectations, will be asked to leave the activity and action may result in the suspension of their child from club activities and/or termination from the club.



## PROCEDURES FOR ISSUES REGARDING COACH ACTIONS OR DECISIONS

- If a Liverpool International Academy MA player or parent has an issue with their coach regarding a coaching action or decision, the following steps shall be followed:
- Any player or parent that has an issue with a coaching action or decision should first wait at least 24 hours following the event to address the issue. This provides all parties time to process the circumstances at issue.
- Following the 24 hour waiting period, the player and/or parent/guardian should contact their head coach to discuss the issue. In the Academy age groups, the player/parent should speak with the lead coach in their age group.
- If the issue is not resolved after speaking with the head or lead coach, the parent/player should contact the Regional Director. Parent/player should email the Regional Director with the following information: name of the person making the complaint, player's name, coach's name, team name, and a detailed description of the issue at hand, steps taken to resolve the issue, along with a recommended solution. All decisions by the Regional Director regarding soccer coaching issues are final.



## **SOCIAL MEDIA POLICY**

Liverpool International Academy MA recognizes the importance of the internet in shaping the public's perception of our organization. Liverpool International Academy MA also recognizes the importance of setting the tone of social media interactions for players and parents that advances Liverpool International Academy MA's mission and goals. This Social Media Policy applies to all social media content posted by players and parents/guardians in their professional and personal capacity to the extent such content is related to Liverpool International Academy MA.

- Players and parents/guardians shall not post content that would harm Liverpool International Academy MA or damage Liverpool International Academy MA's reputation.
- Players and parents/guardians should use good judgement when posting comments on any official Liverpool International Academy MA sites.
- Players and parents/guardians shall encourage others to engage in positive interactions on social media.
- A player's personally identifiable information (information, such as a name and date of birth and/or street address which, when taken together, can identify a particular individual) should not be disclosed in any manner.
- Players and parents/guardians shall not degrade their opponents before, during, or after matches.
- Players and parents/guardians shall post only positive things about his/her teammates, coaches, opponents and officials.

### **Violations of the Social Media Policy**

Liverpool International Academy MA shall have the authority to monitor and enforce this Social Media Policy. Liverpool International Academy MA reserves the right to remove any inappropriate or offensive comments from official Liverpool International Academy MA sites and to block any individual or organization from posting on any official Liverpool International Academy MA social media platform if they determine, in their sole discretion, that such removal or block is in the best interests of Liverpool International Academy MA. The failure of any player or parent/guardian to



adhere to this Social Media Policy shall be considered a violation of the Liverpool International Academy MA Code of Conduct and subject the player or parent/guardian to disciplinary action.

## LOGO POLICY

The Liverpool FC Crest is our coat of arms, and is the most precious asset of the brand. To us, it is more than a logo. It represents Liverpool city, the culture and the people. It is recognized worldwide. To maintain its integrity, we must ensure we all respect the crest, using the rules outlined here.

- Do not change the colors of the logo.
- Do not crop, skew or resize any component of the logo.
- Do not use the logo on a background where it does not stand out.
- Do not rotate the logo.
- Do not use the crest on its own.



## 2018-2019 APPLICATION FOR FINANCIAL AID

**CONFIDENTIAL**

Application must be submitted no later than 10 days after player receives INVITE to a team.

PLAYER INFORMATION		
Last Name:	First Name:	Date of Birth:
Address:		
City:	State:	Zip:
ADDITIONAL PLAYER REQUESTING FINANCIAL AID		
Last Name:	First Name:	Date of Birth:
MOTHER/GUARDIAN INFORMATION		
Last Name:	First Name:	
Address: (if different from above)		
City:	State:	Zip:
Home Phone:	Cell Phone:	Work Phone:
Email:		
Occupation and Employment Address:		
FATHER/GUARDIAN INFORMATION		
Last Name:	First Name:	
Address: (if different from above)		
City:	State:	Zip:
Home Phone:	Cell Phone:	Work Phone:
Email:		



Occupation and Employment Address:

Please complete the following pages for the assessment of need.

Please state your reason(s) for requesting Financial Aid from Liverpool International Academy MA:

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Is your current financial situation temporary or permanent? YES or NO

Please explain: \_\_\_\_\_

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What level of financial assistance are you seeking? \$ \_\_\_\_\_

How many people are in your household? \_\_\_\_\_ (include all children/adults/adult children)

Have you completed a 2017 Income Tax return? YES or NO

- If **YES**, you will need to provide the first 2 pages of your 2017 federal tax return, W2s and/or 1099s.
- If **NO**, you will need to provide the first 2 pages of your 2016 federal tax return, W2s and/or 1099s.

We ask that all families in receipt of Financial Aid volunteer for a minimum of 6 hours per Competitive season. Please indicate how you would like to volunteer:

**TOURNAMENT:** Set Up \_\_\_\_\_ Clean-up \_\_\_\_\_ Parking Lot Attendant \_\_\_\_\_

**FUNDRAISING:** Event Planning \_\_\_\_\_ Table Attendance \_\_\_\_\_ Toy/Food Collection \_\_\_\_\_

Toy/Food Delivery \_\_\_\_\_ Holiday Charity Events \_\_\_\_\_



**PROFESSIONAL SERVICES:** Community Outreach\_\_\_\_\_ Identify Sponsorship Opportunities\_\_\_\_\_

**OTHER VOLUNTEER SERVICES AS NEEDED:** \_\_\_\_\_

**OTHER WAYS YOU MAY WISH TO HELP:** \_\_\_\_\_

All information contained in this application is considered CONFIDENTIAL by the Board of Directors, Committee Members and Team Coaches.

Financial assistance is offered for Club dues only and does not include the following:

- Mandatory deposit of \$350
- Game and practice uniform
- Costs associated with away/overnight tournament and/or travel expenses

The application must be completed in full and include the required documentation.

Application for financial assistance must be submitted within 10 days of the player receiving the INVITE to play on a team. The INVITE will be emailed.

There must be a true and verifiable financial need.

Liverpool International Academy MA reserves the right to discontinue Financial Aid at any time if the information submitted is found to be inaccurate.

I (we) the applicant have read and agree to the terms of Liverpool International Academy MA and any requirements outlined on this application. I (we) certify that all materials supplied and statements made on this application are true to the best of my (our) knowledge and agree to answer questions and supply any information that the Liverpool International Academy MA Financial Aid Committee requests.

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Mother/Guardian Signature	Print Name	Date
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Father/Guardian Signature	Print Name	Date
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Submit the following to the mailing address listed below:

- Signed and completed application
- First 2 pages of your 2017 federal tax return and W2s and/or 1099s (if you have filed it)
- First 2 pages of your 2016 federal tax return and W2s and/or 1099s (if you have not yet filed your 2017 tax return)



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Liverpool International Academy MA  
175 Danielson Pike, #116  
North Scituate, RI 02857

Please direct any questions to [ops.support@lfcinternationalacademyma.com](mailto:ops.support@lfcinternationalacademyma.com)

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