



PCSL REFEREE MANUAL

Fall 2023

CONTENTS

- Referee Requirements
- Expectations for Referees
- Referee Schedule
- Season Dates
- Game Day Administration
- Match Report/Referee Pay/Division Guidelines
- Match/Game Day Cancellations
- Incident Reporting
- PCSL Rules for Referees & Coaches
- Complex Map

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Soccer Complex: Community Fields
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Pam Bauman, League Administrator
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Prairie Cities Soccer League (PCSL) is so happy to have you as a referee! We could not provide a fun and safe activity without you!

Provided in this manual you will find information on Referee Requirements, Expectations for Referees, Referee Schedule, Season Dates, Game Day Administration, Match Reports, Referee Pay/Division Guidelines, Cancellations, Incident Reporting, Rules for Coaches & Referees and a Complex Map.

Referee Requirements - To referee for PCSL, all referees must complete the following:

- Attend PCSL Referee Pre- Season Meeting/Trainings
- Register as a Referee [Referee Registration for Fall 2023/Spring 2024](#).
- Complete & turn in 2 copies of the [Illinois Youth Soccer Association Emergency Medical Release & Liability Waiver](#) on the day of the training or to the PCSL office by Monday, Aug. 14, 2023.
- Complete & turn in the [Referee Availability Form - Fall 2023](#) Form to the PCSL office by Monday, Aug. 14, 2022.
- For referees over 18, you will need to complete a background check & SafeSport training. The office will contact you with details if that is needed from you.

Expectations for Referees

- Dress Appropriately & Professionally –PCSL will provide you with a referee shirt, socks, whistle & cards
- Give your best effort
- Work as hard as the players
- Be in an effective position
- Make sure the game is Safe & Fair
- Know the Rules (call fouls)
- HAVE FUN!

Let the Field Supervisor or Referee Coordinator know if:

- You are having trouble with coaches or parents
- You have questions about league rules
- You have other game day or field concerns

Referee Schedule

The Referee Schedule for the Fall 2023 season will be emailed to referees the week of August 21st, if not sooner. Referee Assignments are based on qualifications and submitted availability, please carefully review your assignments and contact us immediately if you have a conflict at league@pcslsoccer.org and jwilley@pcslsoccer.org.

Fall Season Dates – Saturday Games: August 26, Sept. 9, 16, 23, 30, Oct. 7
Thursday Games: Sept. 7, 21, Oct. 5

Game Day Administration:

Arrive 30 minutes prior to kick off.

Check in at the Referee Table & confirm assignments for the day

Check field and nets and perform pre-game duties

Determine Linesman from teams

At 10 minutes till, check in teams.

Call Captains at 5 minutes.

At the match start time, blow the whistle to start game.

Above all make the game fun and safe for the players.

Match Reports/Referee Pay

The payment process starts with you completing a Match Report for assigned matches. Be sure you complete a Match Report for each game you referee – this is how you get paid. It is also a good way to communicate with the league.

1. Record the date, time, field number, age division, team numbers, obtain coaches signature
2. Complete with your name and signature under Referee name and signature
 - a. The Center Referee should assure that the Assistant Referees also complete this information
 - b. A correctly completed match report is your time sheet
3. Make sure all incidents (Yellow & Red cards, etc.) are documented on your match report & you have debriefed with the Referee Director.
4. Turn in the WHITE copy of the completed match report to the Referee Director before you leave the complex.
 - a. Keep your own record (yellow copy) of games worked so you can make sure your pay is accurate.

If the official is 13 year old or younger, IL Labor Law guidelines include:

- Parent and/or guardian shall be at match.
- Parent and/or guardian shall verify that the student is currently enrolled.
- Online PCSL Referee Registration must be complete and IYSA Emergency Medical Release & Liability waiver needs to be completed and turned into office.
- Official should not be 2 years or less than of the players participating.
- On a non-school day, the official should not work more than 4 hours.

We will monitor and track these mandatory guidelines; however, we are counting on you being there to support your child. Please refrain from becoming directly involved with the match participants, other than your son/daughter. Please contact available Field Supervisor or Referee Coordinator, if necessary.

DIVISION GUIDELINES / PAY

Division	# Players Per team	Playing Time	Ball Size	Ref Pay Per Match		
				Per Game	3- man*	2-man*
Under 9	7	Quarters 12 min	4	\$15 PCSL / \$20 Grassroots		
Under 10	7	Quarters 12 min	4	\$15 PCSL / \$20 Grassroots		
Under 12	9	Halves 25 min	4	\$30	\$14-CR, \$8-AR	\$15 ea
Under 14	9	Halves 30 min	5	\$35	\$19-CR, \$8-AR	\$17.50 ea
High School	7	Halves 30 min	5	\$35	\$19-CR, \$8-AR	\$17.50 ea
Alternate Referee				\$10/hr		

ALTERNATE REFEREE INSTRUCTIONS

An Alternate Referee serves as an available substitute and will make their presence known to the Field Supervisor upon arrival. The league will pay \$10 per hour.

Check in with the Field Supervisor at assigned time. They can be found near the big shed and/or traveling in the Twister. The Field Supervisor will be responsible to verify your time, coordinate, and, if necessary, drive you to the game that you will be subbing in for.

An Alternate Referee should fill out a match report for the alternate referee shift worked. Additionally, if you end up subbing in for a game, fill out a separate match report for each game per league procedure. Under the comments section of that match report, write "Alternate Ref".

MATCH/GAME DAY CANCELLATION

Matches are played in most weather conditions. Games are played except when the following conditions exist:

- Any signs of lightning
- An issued Severe Thunderstorm Warning
- An issued Tornado Watch or Warning
- Severe Cold Temperature
- Any other severe weather conditions the PCSL Board of Directors considers would endanger our players or volunteers.

Matches may be cancelled prior to the start of a game day because of weather. Announcements of league cancellations will be announced on PCSL's website, Twitter account, Facebook page, through email (if timing permits) by 7:30am on game days.

Often times, a severe storm will roll in mid-way through the day. The official, field supervisor/referee coordinator or coaches can call a match that is underway because of severe weather. In case of lightening, the match is called immediately & not resumed. For game time cancellation decisions, as soon as possible, the website, Twitter & Facebook will be updated, league emails will be sent (if timing permits).

Be sure to check the sources mentioned above before leaving for the complex on game day if there is any questionable weather.

INCIDENT REPORTING

If an incident should occur (personal injury, damaged property and threats of or actual violence surrounding a PCSL game, event or property) during your scheduled match, please report it to the Field Supervisor, Referee Coordinator or the League Administrator. An IYSA Incident Report Form will be completed by the league administrator to document the incident/injury.

RULES FOR PCSL COACHES/REFEREES – FALL 2022/SPRING 2023

In addition to FIFA rules for games the following additions apply in PCSL games:

1. The Ball:

Under 6 through Under 8	Size 3
Under 9 through Under 12	Size 4
Under 14 through HS	Size 5

2. Number of Players, Playing Time and Substitutions:

Under 9	7 Players	12 Min Quarters	At the quarter On injury
Under 10	7 Players	12 Min Quarters	At the quarter On an injury
Under 12	9 Players	25 Min Halves	At any legal substitution On an injury
Under 14	9 Players	30 Min Halves	At any legal substitution On an injury
High School	7 Players	30 Min Halves	At any legal substitution On an injury

In addition, both teams must play with the same number of players on the field. In other words, if a U9 team only has 5 players show up, the other team can only play with 5 players. If a U14 team only has 7 players show up, they both play with 7 players on the field. However, if a team wants to “share” its players with the other team so that both sides can play with the maximum number of players allowed, that is acceptable. Remember, this is a recreational league designed for the kid's enjoyment. Both coaches must agree upon number of players playing if it is less than maximum allowed.

3. Player Equipment:

Soccer shoes or gym shoes are permitted. **No baseball or football cleats.** Leather street shoes with molded rubber or plastic type soles are illegal. Medical information tags, if worn, have to be taped against the body. Artificial limbs and knee braces are permitted but must be completely padded with no metal or hard material exposed. No earrings, watches or fitness bands allowed. Players wearing orthopedic casts, air-splints, or metal splints will be able to participate if a foam padding (minimum ½” thick) is wrapped around the entire cast or splint, and the padding then wrapped in an “Ace” type bandage.

The referee shall be the SOLE judge of what constitutes illegal equipment in instances that are not covered in the preceding paragraph.

4. Linespersons/Assistant Referees:

If assistant referees are not provided by the league, each team coach is responsible for supplying linespersons. Linespersons are to work with and follow instructions of the referee and are not permitted to coach while participating as linespersons. **Linespersons should be age 12 or older.**

5. Throw-ins:

Under 9 and above, an incorrect throw will be determined to be a foul throw and result in a throw in for the opposing team.

6. Misconduct:

Yellow cards – Player should leave field of play and be substituted for. The player can return at the next allowable substitution for the team.

Red cards - It is an immediate send off, the player cannot return and is to sit out the next match. The player cannot be replaced.

7. Offside:

For Under 9 & 10, the build-out line will be used by the referee to determine offside.

8. Slide-Tackling:

Slide tackling is not permitted in the Under 10 Division and lower. In these divisions, the player will receive a verbal warning on the first infraction. The second infraction will result in an automatic yellow card and an indirect free kick is awarded to the opposing team for dangerous play. In the upper divisions, contact with the ball **MUST** occur **FIRST**; otherwise it is a penal foul.

SLIDE-TACKLE - A maneuver in which one or both feet slide on the ground in an attempt to tackle the ball, which is in possession of an opponent. Additional Comments:

The player attempting to take the ball away from an opponent must slide from the side or the front, so that the defender could reasonably be within the view of the player. **LEGS** must be down, and **CONTACT** the **BALL**. If the ball is trapped so that the player with the ball trips over it, or if the ball is cleared so that the player who had the ball then trips over the defender by **HIS/HER** own forward motion, the tackle is fair.

If the defender contacts the player with the ball first or slides in with one leg up so as to kick or trip the player, this is a **PENAL** foul for which the team fouled is awarded a direct kick. Sliding past the ball and then tripping or fouling a player is not legal also. The player falling over the defender by his/her own **FORWARD** motion after the ball has been cleared, this is not a foul.

9. Offenses against Goalkeepers:

The goalkeeper has possession of the ball when one or either hands or arms is holding the ball. Possession is also a finger, hand, arm, or leg on a stationary ball brought under the control of the goalkeeper. A goalkeeper in possession of the ball cannot be charged, obstructed, or interfered with by the opposing players. Violators will be cautioned on the first infraction and appropriately carded on subsequent infractions. This is considered unsporting behavior.

10. Goalkeeper substitutions:

Goalkeepers must be replaced at least at the half. A goalie can only be goalie for a maximum of half the game. No goalkeeper substitution is permitted on a penalty kick unless the keeper is injured or ejected. If there is a penalty against a team resulting in a penalty kick, the goalkeeper that was playing at the time of the foul remains in the goal for that kick.

11. Timekeeping:

There are no time outs. The referee may stop the clock for injuries, lost balls, etc. The clock will not be stopped for goals unless the referee feels one of the teams are deliberately wasting time. Time will be extended to take a penalty kick awarded as time ran out.

12. Heading:

Heading is not allowed in age divisions U12 & below. When a player deliberately heads the ball in a game, an indirect free kick (IFK) should be awarded to the opposing team from the spot of the offense. If the deliberate header occurs within the goal area, the indirect free kick should be taken on the goal area line parallel to the goal line at the point nearest to where the infringement occurred. If a player does not deliberately head the ball, then play should continue.

13. U9-U10 Small Sided Games: The use of the Build-Out Line promotes playing the ball out from the defensive third in a less pressured setting. When the goalkeeper has control (with his/her hands) of the ball during play, the opposing team **MUST** move behind the Build-Out Line until the ball is released (put in play) by the goalkeeper. Once the opposing team is behind the Build-Out Line, the goalkeeper can pass, throw, or roll the ball into play (punts or drop kicks are **NOT** allowed). After the ball is put into play by the goalkeeper, the opposing team can cross the Build-Out Line and play resumes as normal. Also, the opposing team **MUST** move behind the Build-Out Line for a goal kick restart and may only cross the Build-Out Line once the ball is in play (meaning that the ball has left the penalty area).



AIRPORT ROAD

Eastview Christian Church



Normal Community High School →

E. RAAB ROAD