

MIAMI LAKES UNTED SOCCER CLUB

RECREATIONAL COACHES HANDBOOK

(updated August 2016)



Development, Progression & Opportunity



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Aims:

• To provide sporting opportunities for young people aged 4-20 years to participate in program that develop and ensures the acquisition of appropriate knowledge, skill and attitude as the young person matures into adolescence/young adults.

Child Protection:

MLUSC makes provision for children and young people that ensure that:

- The welfare of the child is paramount
- All children, whatever the age, culture, disability, gender, language, racial origin religious beliefs and/or sexual identity have the right to protection from abuse.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- All staff (paid/unpaid) working in sport have a responsibility to report concerns to the appropriate
 officer. Staff/volunteers are not trained to deal with situations of abuse nor decide if abuse has
 occurred.

Policy Statement

MLUSC has a duty of care to safeguard all children involved in MLUSC from harm.

The needs of disabled children and others who may be particularly vulnerable must be taken into account. MLUSC will ensure safety and protection of all children involved in MLUSC through adherence to the Child Protection guidelines adopted by Florida Youth Soccer Association (FYSA).

Policy aims

The aim of the MLUSC Protection Policy is to promote good practice:

- Providing children and young people with appropriate safety and protection whilst in care of MLUSC
- Allow all staff/volunteers to make informed and confident responses to specific child protection issues.

Equality Policy

 MLUSC is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following:

Sports equity is about fairness in sport, equality of access, recognizing inequalities and taking steps to address that It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

MLUSC respects the rights, dignity and worth of every person and will treat everyone equally within
the context of their sport, regardless of age, ability, gender, ethnicity, religious belief, sexuality or
social/economical status.

- MLUSC is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- MLUSC members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- MLUSC will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

Health and Safety Checklist

Recommended Health and Safety Checklist before every session

- Read Health & Safety procedures for the facility
- Check Equipment
- Check Facilities for safety or health hazards
- Locate the nearest telephone and how to dial out (keep your cell phone with you at all times.)
- Locate and check the first aid bag
- Maintain a register of participants, with contact addresses and telephone numbers
- Have knowledge of participants previous experience
- Be aware of health requirements of the participants
- Explain the following to the participants.
- Health and Safety guidelines
- o Rules
- Potential Hazards
- Emergency Procedures
- Check appropriate clothing and footwear and particularly glasses and jewellery.

Medical Issues

All Coaches should be prepared to deal with simple injuries, and recognize more serious injuries and work with a child that is coming back from injury. In Case of anything major; be sure to communicate with the Recreational Director

MLUSC coaches will not provide or administer any medical material for any participant.

Guidelines for dealing with an incident / accident

- Stay calm but act swiftly and observe the situation. Is there danger or further injuries?
- Listen to what the injured person is saying.
- Alert the first- aider who should take appropriate action for minor injuries.
- In the event of an injury requiring specialist treatment, call the emergency services.
- Deal with the rest of the group and ensure that they are adequately supervised.
- Do not move someone with major injuries. Wait for the emergency medics.
- Contact the injured person's parent/guardian.
- Complete an incident/accident report form.

Treating the common injury

The acronym RICE is a handy reminder for treating the common sports injury.

R-REST. The injured area must be immobilized and rested.

I-ICE. The use of ice has two basic purposes. The cooling effect is anaesthetic and provides some relief from discomfort. It also provides a constriction of the blood vessels and reduces swelling to the injured area. Ice should be applied for 20 - 30 minutes and then removed for 1 - 2 hours before it is reapplied.

C-COMPRESSION. Compression should be applied to the area that is injured to minimize the swelling and to provide comfort along with rest and immobilization.

E-Elevation. The injured area should be elevated higher then the heart level to minimize the addition of swelling to that area.

C – are they conscious?

O- are they oxygenating / breathing? (if the answer is yes to these two questions, move on)

A- ask where does it hurt?

C- control the area that is painful

H – make the decision if you need to call for immediate medical assistance & have the child taken to hospital.

When you're approaching an injured child, be sure to keep the above sequence in mind. Look at their lip color, feel their chest or put your cheek next to their nose to see if they are breathing. If they are not

Symptoms

Heat Exhaustion – weakness, dizziness, profuse sweating or rapid pulse.

What to do – Call for emergency medical assistance, have the player rest in the shade with their legs elevated and replenish fluids.

Heat Stroke – High body temperature, red hot but dry skin; also a rapid pulse, difficulty in breathing, convulsions, collapsing.

What to do – This is a medical emergency and can be fatal; immediately call for medical assistance; place the player in the shade and cool the body by removing layers of clothing; while waiting for help to arrive massage the lower body with ice.

Strains/Sprains – localized pain, limited range of motion, swelling and possible skin discolouration. What to do – carefully compress ice to the injured area and elevate it above the heart level to help reduce swelling and provide an anaesthetic effect.

Discolouration / Fractures – pain, deformity, and loss of function.

What to do – call for emergency medical assistance to transport the player. Do not move the athlete.

Coaching Guidelines

Communication

Ensure the terminology you use is clear and precise. Let players know you are in charge.

Positive Reinforcement

Whenever possible give individuals and / or groups positive reinforcement. Refrain from using negative comments. Use praise as an incentive.

Be Creative and use Initiative

If the drill or game is too advanced, modify to increase the chances of success

Make a Difference

Be motivational and inspirational. Enthusiasm and energetic are contagious.

Keep Players Active

If the drill is static, create need of helpers or assistants to keep everyone involved.

Each Player is An Individual

Be aware of player differences. Aggressive or quite, recognition of player personalities will allow you to respond to all players, and they will respond to you positively.

Strive for Quality

In all demo's make the desire objects clear. If a player shows mastery of a skill, use him/her to demonstrate.

Reinforce Correct Technique

In all drills and games continually emphasis the use of correct techniques.

Encourage Player Movement

At all times make players aware of importance of readiness.

Rotate Positions

All players should be active as servers, assistants. In game situations change positions each quarter.

Develop Player Respect

Continually get players to support one another. To show good sportsmanship towards all players including opponents, and respect for others attempts and effort.

Equality amongst Players

Give equal attention to all players in the group or games. Do not leave the competent players behind nor slow the advance players.

Fun and Enjoyment

Players will respond and want to continue if things are fun. Create their enjoyment.

Remember as a coach you should be dedicated to the development of all players whether technically abled or new to the game. Your position is very important. You are a role model to these children. Set exemplary standards. Developing good sportsmanship and a good atmosphere is the goal. Keep away from creating a pressure to win. Maintain equality throughout your sessions and emphasize fun and development.

Key Points for Training Session

All Players need:

- ⇒ Correct footwear for the Field (Soccer Cleats)
- ⇒ Appropriate clothing (Shorts / Socks / Shin Guards and Training Shirt)
- ⇒ own drinks/refreshments (water / no sodas)

Beginning of Session

- 1. Make sure you have a written practice plan
- 2. Be at venue at least 15 minutes before practice time.
- 3. Make sure the playing area is clear and safe to play.
- 4. Make sure equipment is adequate and in working order
- 5. Set-up equipment for the practice session.
- 6. Meet and Greet Parents dropping off players.
- 7. Understand any special pick-up arrangements
- 8. Be Visible

Practice

- 1. Warm up: get the muscles moving and the blood flowing.
- 2. Stretching: Prevents injuries
- 3. Skills Training: emphasis on individual skills and techniques
- 4. Drills/tactics: Appling techniques and skills to movement and pressure.
- 5. Small games: game conditions, apply learned skills in competitive environment.

Drills

- 1. You need to experiment with different drills and techniques
- 2. Don't give up if it does not work the first time.
- 3. Name the drills so the players can relate (monkey in the middle, cops & robbers, soccer golf, etc)
- 4. Create a competition for winner or losers, but do not single one player out in a negative fashion.

<u>Games</u>

- 1. Keep everyone involved
- 2. USE small sided-games (4 v 4)
- 3. Provide many opportunities to score goals and to score often.
- 4. Encourages and permit regaining of possession of the ball as a productive and rewarding part of the game (defending).
- 5. Eliminate any complicated rules.
- 6. Let the players play, but stop the game at times to identify good play and correct some errors by showing alternatives.

End of Session

- 1. Clear up equipment
- 2. Leave playing area as you found it
- 3. Make sure all players have been picked up before you go
- 4. Make Teachers or facility owner know of your departure.

Do's and Do Not's of Coaching

To make sports fun and the instruction beneficial, there are some basic Do's and Do Not's in coaching any sports.

Do's:

- Do kneel down to player's level when speaking to them; you will get a better response.
- Do realize the tone of voice that you are using with the players.
- Do give feedback and comments, both positive and negative.
- Do write down on a piece of paper the drills for the day and keep with as a reference.
- Do look ahead in the manual to set up any drills ahead of time to keep the flow of practice smooth.
- Do look and dress like a coach
- Do emphasize at the beginning of the training sessions what the days topic will be (passing, dribbling, shooting, etc)
- Do be sure not to over coach
- Do give appropriate attention to each player.
- Do demonstrate a skill whenever possible, it will help the players visualize what they should be doing.
- Do treat all players with respect
- Do treat all players equal
- Do be patient; you are still dealing with children
- Do emphasize good sportsmanship
- Do keep water accessible to the players during practice.

Do Not's:

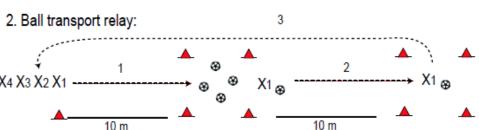
- Do not bring any outside stress to the sessions
- Do not run without a purpose
- Do not use drills that involve long periods of standing
- Do not use a drill if it is not useful
- Do not make players look towards the sun when explaining a drill
- Do not prevent a player from taking a water break.
- Do not do a drill that has the potential of putting a player at risk.
- Do not assign a player to a permanent position
- Do not let a player go to the toilet alone (they would need to go with another player) / if toilet is far, then all goes toilet at the same time.

Practice Focus: Dribbling, Relay Running

Time: 1 hr

Warm-Up: Ball Transport (10min)

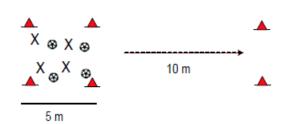
1. Place balls randomly in a 20m x 30m area. Ask kids to run and jump over each ball at least once.



- X1 runs to square and picks up a ball with the hands.
- 2. X1 carries the ball and drops it into next square.
- X1 runs back to line, tags X2 who now goes and carries next ball

Team that carries all balls first wins

Ball Handling: Dribble Between Squares (10min)



In groups of not more than 4

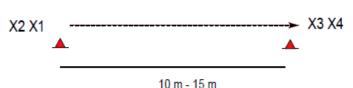
Make as many even groups as you can.

Dribble ball from one square to the other and back using:

- a. outside right foot
- b. inside right foot
- c. outside left foot
- d. inside left foot

Co-ordination: Relay Game # 1 (10min)



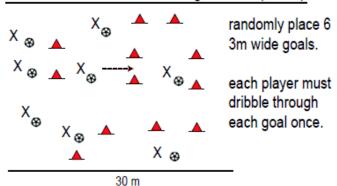


X1 sprints to X3 and touches X3 hand to send X3 running. X1 goes behind X4.

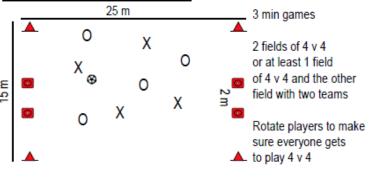
X 3 runs towards X2, touches off X2 and takes spot of X2. X2 runs and touches off X4, etc.

Once players are back in their starting position, they stop. Race is over when everyone is back where they started, First team to finish wins.

Motivational Skill: Dribble Through Goals (10min)



Game: 4 v 4, no GK (15 min)



Practice Focus: Ball Control, Co-ordination, Shooting

Warm-Up: Co-ordination Relay (10min)

In groups of 4.

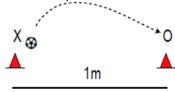
- 1. X1 runs around cone and back and takes
- 2. X2 by hand. X1 and X2 holding hands run around cone
- 3. and take X3 by hand. All three run around cone and
- 4. pick up X4. All 4, holding hands, run around cone and
- 5. leave X1 behind.
- 6. X2,X3,X4 run around cone and leave X2 behind
- 7. X3.X4 run around and leave X3 behind
- 8. X4 runs around and comes back alone.

Team that finishes first wins.

X4 X3 X2 X1



- 1. Each player holds ball in hand and lets it drop onto a foot trying to kick it up and catch it.
- 2. In pairs, 1m apart, players throw ball to partner's foot. Partner stops ball and kicks it back with second touch.



Co-ordination: Throw - Move - Catch (10min)

- 1. Players start with ball in hand either:
 - sitting
 - crouching
 - kneeling
 - lying on back
- 2. They then throw ball up inthe air and

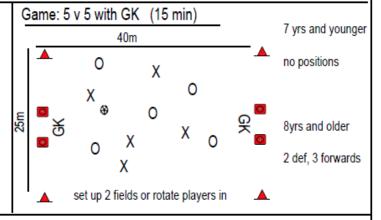
3. catch the ball in a different position than they started with:

5m

- throw sitting; catch crouching
- throw kneeling; catch lying on back.

Mix it up so that players have success and fun

Motivational Skill: Shooting 1 (10min) 3m groups of 4 GK Players take shots from 7m away. Player who scores becomes goalkeeper X Player misses, goes to back



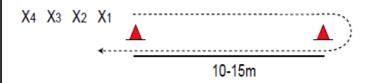
Players should be busy at all times. If drills keep players inactive, break team into smaller groups and run parallel drills.

Time: 1 hr

Practice Focus: Passing, 1v1

Time: 1 hr

Warm-Up: Relay Race (10min)



Make as many groups of 3 or 4 players as you can

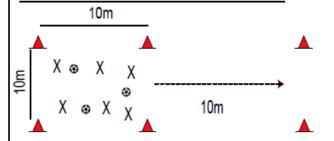
X1 sprints around far cone and back and touches off X2

X2 runs and touches off X3, X3 runs and touches X4

The group whose players come around first wins.

< 7yrs old: 10 m 7 yrs + : 15 m

Ball Handling: Passing and Dribbling (10min)



Players work in partners

They pass the ball to each other inside square

On command, players with ball dribble to other square, partners run after them.

Once in other square, pass again and repeat

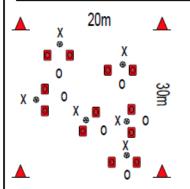
Co-ordination: Catch Game 1 (10min)

Catchers (O) are identified by wearing pinnies, hats or armbands. Everyone runs in the square and catchers must touch runners (X) Once touched, the runner changes role with the catcher.

Who gets caught the least in each 2 minute game?

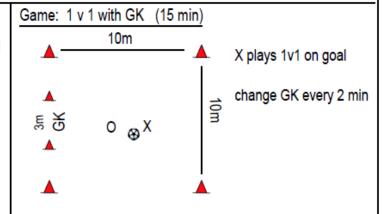
Age□	Size of Square ☐	# of catchers
<6□	5m x 5m□	3
7,8□	10m x 10m □	2
>8□	15m X 15m□	1 or 2

Motivational Skill: Pass through small goal (10min)



X and O work in pairs and pass ball to each other through 3m wide goals

<7 yrs old , pass through same goal 7 yrs + , pass through each goal



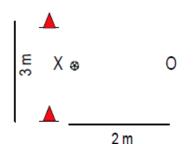
Practice Focus: Dribbling, Passing, Agility Time: 1 hr 10m Warm-Up: Jumping Relay (10min) Divide team into even groups as shown jump X X X --On "GO" first in line sprints, jumps over balls, team 1 sprints, tags first runner and goes to end of line. XXX XXXTagged runner, sprints, jumps, sprints and tags This continues until each team has its runners in their original position. Which team wins? If players move ball when jumping, they must stop and put ball back in its position. Ball Handling: Dribbling with Change of Target (10min) 6 -1m- wide goals are placed randomly in area. 5 goals have a goalkeeper in them. Players with ball dribble through goal without GK in it. 25m On command by coach, GK change goals such that a different goal does not have a goalkeeper, forcing players dribbling to find new target. Change goals every 30 seconds. GK GK Rotate GK with dribblers after 2 minutes. 10m Co-ordination: Catch Game 2 (10min) One player is identified as catcher and must tag other players. X χ χ χ Tagged players sit down. X X 흙 χ X How many runners can you catch in 30 seconds? Χ χ χ Everyone gets to be the catcher once to see who wins. Motivational Skill: Pass + Follow Through Legs (10min) Game: 2 v 2 no GK (15 min) Break team into groups X stand with legs spread of 2, playing 2 v 2. wide apart. χ O dribble towards an X. χ Play 3 minute games and pass ball through X's rotate groups of 2 in legs and crawl through tournament style. legs to retrieve ball. X 0_⊗ X After all O's have gone 10m through each X, change Which team wins most? roles

Practice Focus: Dribbling, Headers, Shooting

Warm-Up: Developing Ball Feeling (10min)

- Players each have a ball. They alternate putting left foot and right foot on ball.
 Try to keep them moving on their toes continuously soccer dancing.
- Players dribble ball forward and stop it by stepping on it. Alternate left and right foot. For younger players, give them a command when to stop.

Ball Handling: Headers and Goalkeeping (10min)



X throws ball and O tries to head it into goal.

Switch every three turns.

If players are afraid to head, ask them to shoot instead.

Co-ordination: Catch Game 3 (10min)

O's are catchers, X's are in grid.

First O goes into grid and tries to touch one X.

X, if touched, sits down.

Second O goes in and tries to touch another X.

Keep changing O's.

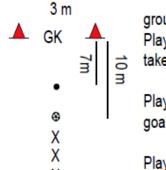
How long does it take to catch all X's?

If it's too hard to catch X's, send in two O's at a time

Reverse roles

Time: 1 hr

Motivational Skill: Shooting 2 (10min)



groups of 4

Players dribble from 10 m and take shots from 7m away.

Player who scores becomes goalkeeper

Player misses, goes to back

Game: 2 v 2 with GK (15 min)

teams of 3 play 3min games. $\begin{array}{c} & & & & \\ &$

Practice Focus: Dribbling with Head UP, 1v1

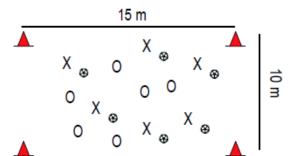
Warm-Up: Ball Control, Dribbling (10min)

- 1. All players with ball push ball forward with
 - a. laces
 - b. inside foot
 - c. outside foot

and pull back with sole of foot on command by coach.

2. X's dribble ball in grid and on command exchange it with O's who are running around freely. O's dribble, exchange,etc.

Time: 1 hr



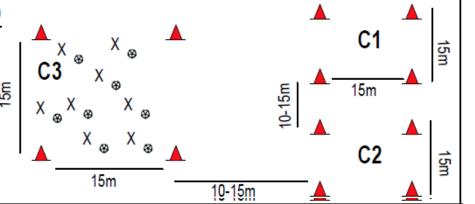
Ball Handling: Head Up Dribbling (10min)

Three squares each with a coach/parent in it C1, C2, C3.

Players each with ball dribble in one square.

When one of the coaches lifts a hand, all players dribble to that square.

Coaches need to co-ordinate who lifts hand next.



Co-ordination: Catch Game 4 (10min)

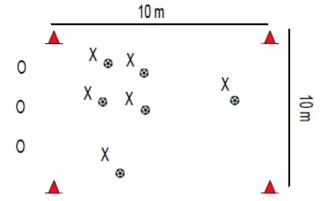
X's in grid each have a ball in their hands and are the hunters.

Two O's enter grid at a time and X's try to tag them by tossing balls at them.

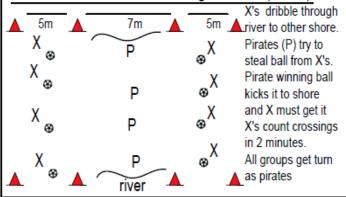
O's that are hit sit down, next two O's enter.

How long to knock down all O's?

Reverse roles.



Motivational Skill: Dribble through Pirates (10min)



Game: 1 v 1 with GK (15 min)

Groups of 3.

GK

GK

GX

X v O on GK.

Goals can be scored from either side of goal.

Rotate GK every 2 minutes so each player gets 2 turns in goal.

Time: 1 hr Practice Focus: Shooting, Dribbling, Reaction, Throw-Ins Warm-Up: Reaction Tag Game (10min) Players of team A and team B face each other standing 2m apart. goal В If coach calls "A", players in team A turn and В sprint to goal line A, players in group B chase В them and try to catch and tag them. В Count # players getting to goal line "safely". Return to starting positions and repeat as many times as you like. 15 m 15 m 2 m Ball Handling: Reaction Dribble to Squares (10min) Players are distributed in 4 squares as shown and freely dribble inside square. On command by coach, they dribble to the square: 3 1. to their right (clockwise) 2. to their left (counterclockwise) 3. across 5 m There will be mix ups. Be patient, explain and have fun. Co-ordination: Throw Ins (10min) Players line up on a side line and move the ball across the field and back using throw ins. After the throw they run to pick up the ball, throw it again. Repeat. Demonstrate proper throw in technique. Motivational Skill: Shooting 3 (10min) Game: 2 v 2 w. GK on 1 goal (15 min) -4 m wide goal Players can score -X takes shot, GK from either side of 4m turns and O takes wide goal. GΚ GΚ Xa shot. -Rotate GK every 5 Encourage changing shots. direction of attack to -Count # goals scored stimulate creativity.

Players should be busy at all times. If drills keep players inactive, break team into smaller groups and run parallel drills.

5-7 m

Time: 1 hr Practice Focus: Agility, Passing, Dribbling, Defending Warm-Up: Stop the Runners (10min) Χ 20 m Place as many cones or other targets as players randomly inside a 20m x 20m grid. Χ One catcher (C) is waiting in grid, other players are Χ X distributed on outside of grid. Χ On command, outside players run into grid trying to get to Χ a target. Catcher tries to stop runners by tagging them before they reach a target. Tagged players are out. Count number of players out. Rotate everyone to be catcher. Ball Handling: Kick-Pick Up-Throw (10min) Xω Players move across field and back by Xω kicking ball - running and picking it up - throwing ball-Χaa Xω kicking running -picking up-throwing, etc. 30 m 5 m Co-ordination: Protect the Castle (10min) ⊛ Cones, 5 m apart, are arranged in a square (the castle). Χ 0 & 5 The line between two cones is a "castle wall". 3 Inside the square is a tall cone or other object. χ X, between cones, protects the "castle wall" against two O's who try to dribble through wall and hit cone with a shot. Time how long it takes to hit cone. Rotate X's and O's. Motivational Skill: Passing 2 Game: 4 v 4 w. GK (15 min) 30 m 35m Two teams with 3 5 min games balls per team. 0 _Ф0 X 2 fields of 4 v 4 Each team defends 0 or 1 field with 3 teams. one set of cones. 0 Goal is to shoot GK Play round robin. GK Χ other team's cones Team not playing plays down. 2 v 2 w GK Which team wins? See practice # 7 goals are 4m wide

Practice Focus: Dribbling, Obstacle Runs, Passing

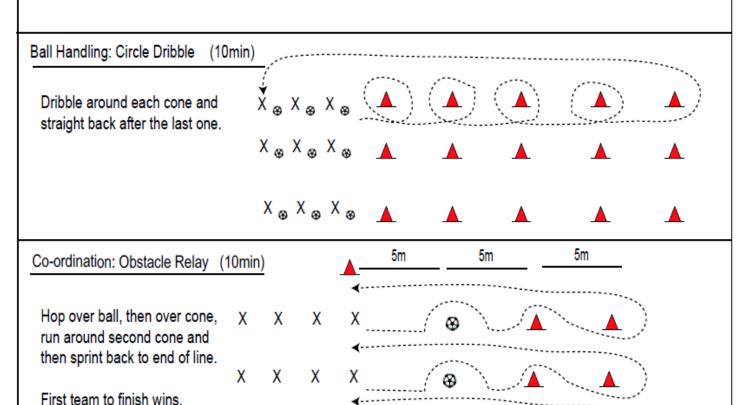
Time: 1 hr

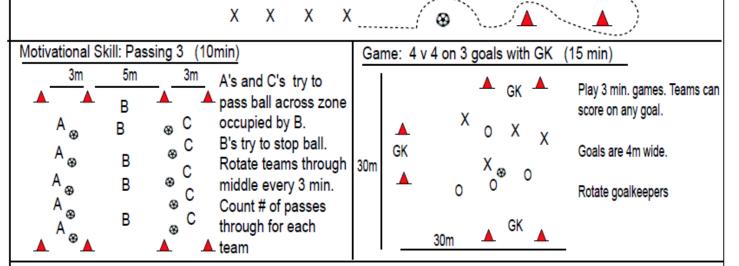
Warm-Up: Obstacle Run (10min)

Creatively put obstacles on field (bags, balls, pieces of wood, etc.) or use obstacles already at field, such as players benches, trees, ditches, etc.

Map out an obstacle course and get team to run through. Make sure there are opportunities to jump, crawl, circle around objects, etc.

Your chance to be creative.





Practice Focus: Co-ordination, Dribbling Time: 1 hr Warm-Up: Obstacle Circuit (10min) Kids each have a ball and: 1. Carry it, run and jump over a bag or other obstacle. 2. Put ball on ground, kick through goal, and dribble toward 3. coach, who stands with legs apart. Pass ball through legs, run around coach, pick ball up with hands and 4. throw it to server (S) who throws it back for a catch. Bag Put ball on ground and dribble through cones. X X X XMake circuit larger or smaller depending on age of kids Ball Handling: Chase a Friend (10min) In pairs in a 3m x 3m grid. One player has ball, the other one does not. Player without ball tries to avoid being caught by player with ball chasing him/her while dribbling. Make grid smaller/larger to allow success for both. Once caught and tagged, roles change. 5m Co-ordination: Bunny Hop Relay (10min) Players "bunny hop" to opposite A A A A 📥 cone and back. They tag next player who now hops. First team to finish wins. C C C C 🚣 Motivational Skill: Dribble Race (10min) Game: 6 v 6 (15 min) 40m - 60m 15 m æΧ on "go", players dribble to æΧ opposite end-line. ⊛ X lGK∙ ∙GK æΧ They can't leave field. ⊛ X

a X

Repeat

Coaches' Code of Ethics

I hereby pledge to live up to my certification as an qualified Sports Coach by following the MLUSC Code of Ethics

- I will place the emotional and physical well-being of my young participants ahead of personal desire to win
- I will treat each participant as an individual, remembering the large range of emotional and physical development for the same age group.
- I will do my best to provide a safe playing situation for my participants.
- I will promise to review and practice the basic first-aid principles needed to treat injuries of my participants.
- I will do my best to organize practices that are fun and challenging to all my participants.
- I will lead by example, by demonstrating fair play and sportsmanship to all my participants.
- I will provide a sports environment for my participants that are free of drugs, tobacco and alcohol.
- I will be knowledgeable in the rules of each sport that I coach, and I will teach these rules to my participants.
- I will use those coaching techniques appropriate for each of the skills that I teach.
- I will remember that I am a youth sports coach, and that the game is for children and not adults.
- I agree to all the terms and conditions in my contract and will adhere to all the duties to the best of my ability

Staff/Coach Name:
Staff/Coach Signature:
Date: