

**Lee's Summit Soccer Association  
U11 and Above Referee Procedures**

### **Arriving at Fields to Check-in**

- Arrive 30 minutes before your first game.
- Check-in on the laptop in the office at the West concession stand.
- Know your field location and game times.

### **Pre-Game**

- Center referee will conduct the pre-game with the 2 assistant referees.
  - Review the division specific rules with each other.
  - Discuss expectations for:
    - Calling Fouls
    - Substitutions
    - Throw-ins, Corner Kicks, Goal Kicks
    - Offside
    - Incidents behind the play
- Allow a goalie and a coach to warm up in the penalty area for recreational division. Don't allow anyone if it's the metro league division.

### **Player Check-In**

- Conduct check-in 10 minutes before game starts.
- Each recreational team should have a roster and a game card. Compare the players on the game card to make sure they are on the roster.
- If the recreational team doesn't have a roster, have the coach use the radio to ask for one.
- Each metro league team should have a roster, game card and player cards.
- If the roster and/or player cards are missing, the team can produce it by the end of the game to avoid a forfeit.
- All players should have a uniform shirt and shin-guards. Socks should cover the shin-guards. Let coach know when shin-guards aren't covered. Coats should not be worn over the uniform.
- Earrings must be removed.
- Get a game ball from the home team.

### **Game Cards**

- Make sure the game card is filled out correctly for each team.
- If it's a metro league game, you should also have a tri-fold to use with the game cards.
- Get each coach to sign game card after game.
- Turn in completed game card to the office. Staple recreation division game cards together.

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### **Starting the Game**

- Call for captains 5 minutes before game starts to decide which way to go and who has kick-off.
- Start the game on time.

### **Kick-Off**

- Make sure both teams are lined up and on their side of field.
- Let players know who is kicking off.
- Blow the whistle one time to start game.
- Make sure the player who kicks-off only touches the ball once. If they touch it twice, it's an indirect kick for the opposing team.
- Ball must go forward at kick-off. If it doesn't redo the kick-off.
- If the defending team goes into the circle before the ball is played, redo the kick-off.

### **Positioning During Play**

- You should position yourself so you are close enough to the play to effectively make calls.
- Try to anticipate where the ball will be played and position yourself accordingly.
- You should have the teams between you and the Assistant Referee so that you can see the Assistant Referee without turning your head. At times you will be on the left side of the field and at other times on the right side of the field to achieve this.
- You should consistently get to the penalty area when the ball is in the penalty area.
- You should expect to sprint, run and walk to get in the correct position.

### **Substitutions**

- Allow substitutions based on the division specific rules. Work with the Assistant Referees to make sure you don't restart play until all of the substitutions have finished.
- The Assistant Referee should signal a substitution by holding the flag above their head. Once the Center Referee has acknowledged the substitution, lower the flag and hold it behind your body.
- The Assistant Referee will track the number of players coming on and off the field. Once this is complete, the Assistant Referee will bring the flag to the front and signal to the Center Referee with a thumbs-up that we are ready to begin play.
- The Center Referee will then restart play.

### **Ball Out-of-Bounds**

- The Assistant Referee will raise the flag when the ball is out of bounds. If the ball is in the Assistant Referee's quadrant, the Assistant Referee will signal the direction. The Center Referee

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will mirror the Assistant Referee's call and signal the same direction. If the Center Referee saw a deflection, the Center Referee can override the Assistant Referee's call.

- Blow the whistle once if needed to stop the players.
- Yell the color of the team who gets the throw-in.
- Look for and allow substitutions from both teams.
- If needed, blow the whistle once to restart play.

### **Throw-ins**

- If the player takes too much advantage of the location of the throw-in, blow your whistle and move them to the correct spot.

### **Goal Kicks**

- If the ball is going out of bounds in the Assistant Referee's quadrant, the Assistant Referee will run to the goal line and point to the goal to signal a goal kick.
  - The Center Referee will look at the signal from the Assistant Referee and then point to the goal to signal a goal kick and yell to let the teams know it's a goal kick.
- If the ball is going out of bounds and it is not in the Assistant Referee's quadrant, the Assistant Referee will run to the goal line and raise their flag to signal the ball is out of bounds.
  - The Center Referee will point to the goal to signal a goal kick and yell to let the teams know it's a goal kick.
- The attacking team must clear the penalty area.
- Blow your whistle once to restart play.
- If the ball doesn't clear the penalty area, blow your whistle to stop play and redo the kick.

### **Corner Kicks**

- If the ball is going out of bounds in the Assistant Referee's quadrant, the Assistant Referee will run to the goal line and point to the corner to signal a corner kick.
  - The Center Referee will look at the signal from the Assistant Referee and point to the corner to signal a corner kick and yell to let the teams know it's a corner kick.
- If the ball is going out of bounds and it is not in the Assistant Referee's quadrant, the Assistant Referee will run to the goal line and raise their flag to signal the ball is out of bounds.
  - The Center Referee will point to the corner to signal a corner kick and yell to let the teams know it's a corner kick.
- The defending team must be at least eight yards away from the ball for U11 and U12. U13 and above is ten yards away from the ball.
- The Assistant Referee will position themselves a few yards behind the flag directly even with the goal line.

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- The Center Referee will position themselves at the top of the penalty area in anticipation for where the kick will land.
- Blow your whistle once to restart play.

### **Goals Scored**

- The Assistant Referee will anticipate that a shot is being taken and sprint to the goal line to be in position to determine if the goal is scored. Signal a goal is scored by raising your flag and then waiting for the Center Referee to acknowledge it.
- The Center Referee will look for the Assistant Referee's signal and then blow their whistle and point to the kick-off spot.
- The Assistant Referees will instruct substitutions to enter the field.
- The Center Referee will write down the number of the player who scored.

### **Sliding**

- In the recreational division, do not allow a player to slide to play the ball when other players are around. They are placing themselves in a dangerous position. This is an indirect kick to the opposing team.
- In the competitive division, players can slide to play the ball and make a slide tackle.

### **Calling Fouls**

- Everyone involved in the game wants refs to call fouls when they are needed.
- Every time 2 players come into contact with each other you should be thinking, "That was a clean play" or "That was a foul". You can also verbally say things like "That's a clean tackle", "The ball played the player", "Keep Going", etc to let the teams know you saw the play but don't consider it to be a foul.
- Blow whistle to stop the players.
- Signal the direction for the kick.
- Decide if it's a direct or indirect kick.
- Assist in spotting the ball if it's not close to where the foul occurred.
- Signal for an indirect free kick by raising one arm straight up and let the teams know if it's direct or indirect.
- Allow the attacking team to complete a quick restart.
- If attacking team isn't completing a quick restart, follow these steps:
  - Explain to the player who committed the foul what he/she did.
  - Back up the defending team 8 yards for U11/U12 or 10 yards for U13 and above.
  - Inform the attacking team to wait for the whistle to restart play.
  - Blow the whistle to restart play.

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- If the defending team starts sprinting toward the ball after the whistle but before the kick, blow your whistle and redo the kick. Tell the players to wait for the kick and not the whistle.
- The ball is in play when touched by a player and it moves.

### **Advantage**

- Consider using advantage on each foul. If you do play advantage, yell loudly "Advantage" and raise both of your arms.

### **Protecting the Keeper**

- When the Keeper goes to play the ball and gets at least one hand on it, the Keeper has possession of the ball. If another player attempts to play it, blow your whistle to stop play. Tell the attacking player to not play the ball when the Keeper has his/her hand on it.
- If a Keeper makes a save and gets run into by an Attacking player, blow your whistle to stop play. Tell the Attacking player to stop moving forward and issue the Attacking player a Yellow card.
- If the Attacking player has previously been warned about trying to play a ball when the Keeper has possession, issue a Yellow card to the player.
- If an Attacking player goes into the Keeper and you judge it to be serious foul play, you will issue a Red card to the player.
- The restart of play is an indirect free kick for the Defending team.

### **Keeper Punting or Throwing the Ball**

- If a keeper has made a save and is running up to the end of the penalty area to punt or throw the ball and steps over the line you should let play continue and at the next dead ball, go talk to the keeper and let them know to watch the line. Don't call a hand ball.
- If an Attacking player tries to interfere with the Keeper punting or throwing the ball, issue a Yellow card to the player.

### **Injuries**

- Any time you see an injury, decide on the seriousness and if the player is in danger prior to blowing the whistle. Also consider the location of the ball on the field.
- The Center Referee should go to the injured player and the nearest Assistant Referee should assist with the ball location and what team is in possession for when play resumes.
- Talk to the injured player to see if he/she needs their coach and if they want to keep playing.
- The drop ball restart will depend on if one team had possession when the whistle was blown. If one team does have possession, drop the ball to the other team to play back to the team in possession.

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- If neither team had possession, conduct a drop ball with both teams.

### **Lopsided Games**

- If a metro league team is losing by 10 goals, ask the losing coach if they want the game to end. If the coach says yes, you will blow the whistle 3 times to signal that the game is over.
- The winning team might decide to reduce the number of players on the field.

### **Keeping Time**

- Blow whistle twice at end of first half and 3 times at end of the game.
- Don't extend length of game for an injury. If a team has a corner kick, direct or indirect kick, or is attacking when time is running out, let play continue until the defending team clears the ball or a goal is scored.

### **Offside**

- It is the Assistant Referee's responsibility to make the offside call.
- Keep yourself in position to make the call by staying with the last defender unless the ball or an attacking player is past the last defender.
- Think in your head the defender's number that is keeping the attacking team onside or the attacker's number that is in the offside position.
- An attacking player is offside when they are in an offside position and:
  - Interfering with play or
  - Interfering with an opponent or
  - Gaining an advantage by being in that position.
- Your primary responsibility as an Assistant Referee is to get this call correct.
- When you raise the flag for offside, hold your spot until the Center Referee has:
  - Seen you and whistled for offside
  - Seen you and waived your flag down
  - The defending team has cleared the ball across mid-field.
- Don't let parents or coaches influence you to call offside.
- The benefit of the doubt if not sure is to give it to the attacking team and keep your flag down.

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### **Coach and/or Parent Issues**

- Follow the Ask, Tell and Dismiss approach to deal with a coach and/or a parent.
- If you run into this situation during a game, let Ken or Art know about it.
- If it's bad enough and you aren't comfortable taking this approach, use the field box and call for help using a radio.
- You also can go straight to Tell or Dismiss if you need to.

### **Coach Ask**

- *"Coach I am doing my best"*
- *"Your yelling makes it harder to pay attention to the game"*
- *"Please stop"*

### **Coach Tell**

- Issue a yellow card and write down the person's name on the game card.
- *"Coach you can't keep yelling at me"*
- *"This is your warning"*
- *"My next step is to remove you from the game"*

### **Coach Dismiss**

- Issue a red card and write down the person's name on the game card.
- *"Coach I am ejecting you from the game"*
- *"Please go to the nearest concession stand"*
- *"We will start the game when you leave the field"*

### **Parent Ask**

- *"Coach please instruct the parent to stop yelling at me"*
- *"Their yelling makes it harder to pay attention to the game"*

### **Parent Tell**

- Issue a yellow card and write down the person's name on the game card.
- *"Parents you must stop"*
- *"This is your warning"*
- *"My next step is to remove you and your head coach from the game"*

### **Parent Dismiss**

- Issue a red card and write down the person's name on the game card.
- *"Parent and Coach I am ejecting you from the game"*
- *"Please go to the nearest concession stand"*
- *"We will start the game when you leave the field"*