



2018 WOMEN'S PREMIER SOCCER LEAGUE

REFEREE PROCEDURES MANUAL

WPSL TEAM REFEREE PROCEDURES MANUAL

On behalf of the Women's Premier Soccer League, I wish to extend our congratulations to you for being selected to officiate in the WPSL. You were selected because of your proven abilities, professionalism and commitment to the game.

The WPSL is a national adult soccer league designed to provide an opportunity for the elite women soccer players to play, develop and promote women's soccer at the highest amateur level in the United States.

The WPSL is sanctioned by the United States Adult Soccer Association (USASA) as an affiliate of the United States Soccer Federation (USSF) and FIFA

Whistle it up and enjoy!

David P. Simmons
WPSL Referee Assignor

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REFEREE EXPECTATIONS

ARRIVAL AND DEPARTURE

Referee, Assistant Referees and the Fourth Official are expected to be at the field of play one hour and thirty minutes (90 minutes) prior to the scheduled game time. The required dress for arrival and departure is slacks and polo shirt. Warm-ups are permissible if the facility does not have a separate locker room for the officials.

PRE-KICK OFF

One-hour prior to kickoff, the game officials shall inspect the playing field and equipment, including the **playing surface, goals, netting, match balls, corner flags and markings**. In the event any problems are identified, the referee shall notify the home team field manager, who shall be responsible for correcting any problems. The referee has the authority to postpone the game if, in his opinion the pitch is unsafe for players.

After the field inspection, the Fourth Official obtains and inspects the game balls. The home team must provide **at least 5 game balls**. The referee shall return all game balls to the home team upon completion of the game. Referee, Assistant Referees, and Fourth Official discuss any special expectations, unusual pitch or match conditions, special rules of competition, and any special procedures. Fourth Official collects all game day paper work.

OFFICIAL ROSTER

45 minutes before the scheduled kick off, each team will provide the Fourth Official with their Official and Final Game Day Roster. The roster must include **Starters, Substitutes, Jersey Number, First & Last Name & Position—Head Coach's first & last name**. The roster must be completed in full with all areas filled out in its entirety.

WPSL DOES NOT HAVE PLAYER PASSES—*Players are checked off the Game Day Roster.*

PLAYERS ON GAME DAY ROSTER

Maximum of 20 players may dress for games (including warm-up session).

Minimum of 14 players for each game.

TECHNICAL AREA REQUIREMENTS

Only the following individuals are allowed in the technical area.

LIMITATIONS MUST BE STRICTLY ENFORCED

Players dressed on game day roster –maximum of 20 players.

Technical staff---Head Coach, Assistant Coaches

Medical Staff—Team Doctor, Trainer(s)

Team Manager—Travel Coordinator, Videographer

Team owners, front office management and staff, players not dressed for games, spouses, children, and parents are NOT allowed in the technical area during warm-ups or play of game.

TECHNICAL AREA — THIS IS TO BE STRICTLY ENFORCED—NO EXCEPTIONS

Professional conduct and attire is required of all personnel on the team bench. The minimum dress code includes polo shirt, dress shorts, and shoes.

Please note, abusive language and obscene body language or gestures will not be tolerated and dealt with accordingly.

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UNIFORMS

Must have numbers on back of jersey at least 8" high
Must have numbers on either front of jersey or shorts at least 3" high
Numbers can start 00 through 99.
Home team chooses uniform colors if a uniform conflict is presented.
Each uniform must display the Official WPSL logo on the left shoulder
Sponsored advertising is allowed if it does not block any of the above.

GAME TIME AND DESCRETIONS

TIME

Official time will be kept on the pitch by the referee.

OVERTIME

During regular league play there is no overtime. Game ends after two regulation halves.

GAME DAY EMERGENCY

If an emergency arises relating to the referee crew, the referee and/or home team must contact the local referee assignor and David Simmons, WPSL Assignor. See addendum for contact information. If during play the Referee becomes incapacitated and cannot continue to officiate the match, the Senior Assistant Referee shall become the Referee and the Fourth Official shall become the Second Assistant Referee. If either Assistant Referee becomes incapacitated the Fourth Official will assume that position.

MATCH CANCELLATIONS

AUTHORITY TO DELAY OR POSTPONE A MATCH

Once in progress, a match may be delayed or postponed due to unfavorable weather and/or adverse conditions beyond the control of the participating teams which would make the playing of the match impractical or dangerous. Only the referee has the authority to delay or postpone the match.

If the match needs to be terminated and the first half has been completed, the match will count as a complete and official match.

If the match is terminated prior to the completion of the first half, the teams must contact the League to discuss a reschedule date.

GRACE PERIOD BEFORE ABANDONING A MATCH

Unless both teams and the referee agree to an alternate plan, teams must wait a minimum of one hour before abandoning a match that has been delayed. The one-hour grace period may be extended up to a maximum of three hours from the scheduled start of the game, if there is a likelihood of resuming the match that day.

Both teams and the referee must abide by local and/or facility ordinances in place regarding lightning, curfew and decibel rules.

MEDICAL SERVICES

The home team must provide a Certified Trainer for the home and visiting team. The Referee **MUST** confirm the presence of a Certified Trainer or Physician one hour before kickoff. **The Referee shall not start the match without this confirmation.**

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THE REFEREE MUST DELAY THE START OF THE MATCH FOR A MAXIMUM OF ONE HOUR FOR A CERTIFIED TRAINER OR PHYSICIAN TO ALLOW FOR THE ARRIVAL OF THE TRAINER OR PHYSICIAN.

IF A CERTIFIED TRAINER OR PHYSICIAN DOES NOT APPEAR THE REFEREE MUST ABANDON THE MATCH.

THE TEAMS MAY NOT AGREE TO PLAY THE MATCH WITHOUT A CERTIFIED ATHLETIC TRAINER OR PHYSICIAN PRESENT.

CONCUSSION PROTOCOL

Referees are to follow the current USSF concussion protocol.

The home team Trainer or Physician is the **ONLY** person who may identify concussive signs, symptoms or behavior. If the visiting team traveled with a Trainer, the home team Trainer is the "decision maker"

GAME TIME

PRIOR TO KICK OFF

Referee, Assistant Referees, Fourth Official and starting teams enter the pitch together and move to the center spot at the time specified for the introductions and National Anthem. Referee carries the match ball; Assistant referees have their flags furled.

Coaches and reserve players shall enter the pitch and walk along the sidelines to their team benches.

Referee introduces officiating team to captains and conduct coin toss. (This can also be done prior to walk on if more convenient.)

Assistant Referees perform final check of nets and move to touch line and take offside position and unfurl flags hold them straight down to signal readiness to start.

Fourth Official goes to sideline and checks benches for only authorized persons on the bench. Signal to referee benches are checked.

Referee signals start of play.

DURING PLAY

All games shall be conducted in accordance with the most recent USSF/FIFA Laws of the Game except for Substitution Rule noted below.

FOURTH OFFICIAL

During play it shall be the responsibility of the Fourth Official to record for the game report the following:

Player who scored goal and time of the goal

Player credited with assist – NOTE: WPSL will only award ONE assist per goal maximum

Player who received caution and time

Player who is sent off and time

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The Fourth Official has the responsibility of maintaining proper decorum on the both team benches and sidelines. This includes coaching staffs. However, recognize that during any match emotions can run high. This responsibility is often more difficult than refereeing the match since you must demand conformity with league rules but must do so in a professional and non-abusive manner. The manner in which bench or coach misconduct will be dealt with should be covered very carefully in your pre-game discussion with the referee. Do not become involved in a shouting match with the coach or individuals on the bench. It does not enhance the image of the League. If you feel it is necessary, file a report with the League and allow the League to impose the appropriate discipline.

SUBSTITUTIONS

A substitute can be used at any time throughout the duration of the game, at any dead ball situation. Each team is allowed UNLIMITED substitutions, including the goalkeeper. A player replaced by a substitute may return to the pitch in the same game.

If the Referee feels that the substitution is being made for tactical reasons, said Referee shall not grant the substitution until there is no longer any tactical advantage.

CONCLUSION OF HALF AND GAME

Secure game balls and all paper work and proceed to locker room.

MATCH REPORTING

Immediately following the game the Referee or Fourth Official will transmit the game report with the statistical information to the WPSL utilizing the Sports Engine/WPSL Game Report Phone/Tablet Application. Referees will enter game the statistics and proceed to upload a photographed copy of the Game Report to the same application to conclude statistical responsibilities.

SEND OFF REPORT

If you have a send-off player—you **MUST DO THE FOLLOWING IMMEDIATELY AFTER THE MATCH.**

Call WPSL Referee Assignor David Simmons at 209-744-0402

Give David Simmons the name of the teams participating, the player sent off, her team and your telephone number. (Please, speak slowly and clearly)

Email David Simmons a detailed narrative of the reason for the sendoff. Using codes are not necessary, but the narrative must be very detailed. Use the standard USSF referee report.

REFEREE ADMINISTRATION

REFEREE FEES – fees are uniform throughout the entire WPSL in 2018:

Referee-----\$90.00

A/R-----\$60.00 each

4th official----\$40.00

All Referee game fees will be distributed by the home team representative by the conclusion of post-game responsibilities.

The WPSL is not responsible for travel cost incurred by the referees unless expressly approved by the WPSL. Travel must be over 50 miles one way to be considered for reimbursement. Download the form from the WPSL website and remit to David Simmons.

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2018 WPSL STAFF DIRECTORY

WPSL League Office

300 N. Walker Ave.
Oklahoma City, OK 73102
405-601-0025 · info@WPSLsoccer.com

Title	Name	Email	Phone
President	Sean Jones	SJones@WPSLsoccer.com	405-818-1770
Vice President	DeBray Ayala	DAyala@WPSLsoccer.com	405-205-9993
Vice President	Brad Lund	BLund@WPSLsoccer.com	405-630-7825
Commissioner	Rich Sparling	RSparling@WPSLsoccer.com	215-869-5224
Team Services Director	Beth Patterson	BPatterson@WPSLsoccer.com	405-609-7289
Referee Coordinator	David Simmons	redcard69@hotmail.com	209-744-0402 209-401-8207

ADDENDUM "B"

LOCAL ASSIGNOR'S