

WDDOA Fall Scheduling Assumptions and Instructions

GO AHEAD AND START GATHERING WEEKEND CONFLICTS FOR YOUR TEAM NOW SO WHEN YOU RECEIVE YOUR INITIAL SCHEDULE GRID YOU WILL HAVE ALL THE INFO.

DON'T DELAY...CHECK WITH YOUR TEAM TODAY!!!

Assumptions :

1. Game times are sequenced based on age group across Saturday and Sunday of each play weekend.
2. U11, U12, U13, U14, U15 are scheduled for Saturdays.
3. U16, U17, U18 are scheduled for Sundays to avoid testing dates and work schedules.
4. Site locations are based on WDDOA and home/visitor pairings by seeding.
5. All games on a given play date in a given city are held at a single location, unless otherwise specified on the online schedule.

Instructions :

1. Once you receive the schedule via email, reply back and acknowledge receipt to your age group coordinator.
2. Please review the dates and city locations for your team schedule.
3. If your team shares a coach then attempt to meet with the other team contacts (that share your coach) to align travel dates.
4. Do **NOT** contact other team managers in your age group to negotiate play dates.
5. Groups including Valley teams traveling to SA may be modified to support hotel stays for the RVYSA teams.
6. Please list play dates which are a conflict in the event WDDOA is forced to move another team's game.
7. For each conflict you need to provide the explanation below the grid so the request can be evaluated.
8. Any schedule not returned by the specified deadline date with the requested markup will be considered "OK as Originally Published". The deadline to return schedule grids to your coaching representative (which is your team trainer or trainer rep) is 5:00PM Sunday 7/18/10. Team Managers SHOULD NOT return the initial schedule grids to your AGC. It is the responsibility of the team manager to return the grid to the coaching representative that will be representing your club/team at the WDDOA Scheduling Workshop on Sunday, July 25, 2010.
9. The deadline for scheduling representatives to return the initial grids to the appropriate AGC is 5:00PM Tuesday 07/20/10. Please remember to bring ALL the initial schedule grids submitted (in hard copy form) to the scheduling workshop.
10. The Fall 2010 WDDOA Scheduling Workshop will take place on Sunday, 7/25/10. The location/time for each age group can be found on the website at: www.wddoa.org. Each team may have in attendance a maximum of one coaching representative (which is a trainer or trainer rep that is rostered to your Fall 2010 team) to work out scheduling conflicts in order to develop the final schedule. There is not a requirement to have one coaching representative per team but that all teams be represented by a coaching representative (he/she may represent multiple teams).

Please note that all reschedule requests may not be honored.

Please note: The final schedule may look very different from the initial grid if reschedule requests are in fact honored. **This may include time / date / day changes.** Therefore, if there is a specific Saturday/Sunday and/or time that your team is unable to play, please be sure to mark that on the grid before you return it. Teams should not request to automatically block every date (other than what is listed on the initial grid) as we are looking for specific dates that are **actual** conflicts.

Team Managers:

Please remember to send all marked up schedule grids back to your coaching representative no later than 5:00PM Sunday, July 18, 2010.

Re-Schedule Requests

While it is expected that all teams abide by the set game schedule, we understand that occasionally there may be extenuating circumstances that arise. In the event that your team has a serious issue come up, and need to request a reschedule of a game, you will need to submit the request by the following procedure:

1. Team Manager must complete a Reschedule Request Form with signature from the team's head coach
2. Team Manager must submit the form, by fax or email, at least 7 business days prior to the game you are requesting to reschedule to secretary@wddoa.org.
3. A \$50.00 non-refundable administrative fee will be charged to the team submitting the re-schedule request. Final determinations will not be made and/or communicated until the \$50.00 reschedule request fee has been received in the WDDOA office. If this fee is not received within 72 hours of receipt of the initial reschedule request form the reschedule will be denied.

PLEASE NOTE: Submission of the reschedule request form does not guarantee that the game will be rescheduled. Requests will be reviewed on a case by case basis and must be requested based on a valid issue.

Examples of some NON-VALID issues:

Invitational Tournaments / Participation in other soccer / non-soccer related activities

Some players not being able to attend

Day of the week the game is scheduled

Coaching conflicts (assistant/other adult back up should be available since coaching representatives have already represented these during the scheduling workshop)

THE WDDOA RESCHEDULE REQUEST FORM CAN BE FOUND AT:

www.wddoa.org

(after the final schedules are published online)