

North Allegheny Soccer Club

Game Addition or Reschedule Policy

To coordinate the soccer game schedule with the referees, NASC utilizes a Google Referee Calendar on their website listing the scheduled games and the referees assigned to each. Coaches and Age Group Coordinators are strongly encouraged to check this Calendar weekly for accuracy and agreement with their game schedules. The policy listed below is to be utilized by NASC when games need to be rescheduled or added AFTER the season's schedule has been posted to the Referee Calendar.

When games need to be added or rescheduled, the Head Coach of the Home Team will contact the NASC Field Scheduler to request a game time slot and field. The Head Coach for the Home Team will then verify the availability of both teams for the given date and time. Once these specifics are confirmed to the NASC Field Scheduler, THEN the Head Coach for the Home Team or the NASC Field Scheduler will request the game be added to the Referee Calendar as detailed below.

Current Position Occupants

NASC Field Scheduler: Carolyn Falk weinerfalk@comcast.net

NASC Referee Assignor: Bill Grom 412-302-3390 (primary) nascrefs@gmail.com

Director- of Referees: Keith Quisenberry 724-316-4471 k.gberry@gmail.com

❖ **Additional or Rescheduled Games**

➤ **Request made more than 7 days prior to the game:**

- Confirm date and time with Field Scheduler and other team's coach, as detailed above.
- Head Coach for the Home Team **or** NASC Field Scheduler will send an email to the Dir. of Referees (with a Cc to the NASC Assignor and the coach of the Home Team) with specifics:
 - ◆ Field location and times
 - ◆ Head Coach
 - ◆ Recreational or Travel, Age Group & Gender
- The game in question will be added or changed as need on the Referee Calendar.

➤ **Request made less than 7 days prior to the game:**

- Confirm date and time with Field Scheduler and other team's coach, as detailed above.
- Head Coach for the Home Team **or** NASC Field Scheduler will send an email to the Dir. of Referees (with a Cc to the NASC Assignor and the coach of the Home Team) with specifics as above
- Head Coach for the Home Team will personally contact the Dir. of Referees or the NASC Assignor by telephone or **acknowledged** text message to alert them to the email and discuss the added game.
- The game in question will be added to the Referee Calendar.
- The NASC Assignor will attempt to secure Referees for the additional game, **BUT may be unable due to the short notice.**
- Head Coach should check the Referee Calendar the night before the game to determine if Referees have been assigned. If not, feel free to contact the Assignor or Dir. Of Referees.