

MVLA Soccer Club

Field Manual

Edition November 11, 2009

Section 7: Specific Rules for Specific Fields:

All MVLA-Owned Flat-Style Kickbacks/Rebounders: All MVLA-owned rebounders are locked with combination locks using a common combination. If this combo does not work, it means the rebounders are privately owned and you are not authorized to use the rebounders.

Almond Elementary School (LASD):

This school field is primarily rented by Los Altos Little League (Spring) and AYSO (Fall), but MVLA achieves permits from time to time. AYSO allows us to use their goals, which are stored against west fencing with combination lock. Goals must be returned to the fences after every session. MVLA teams are allowed to store rebounders or small goals against the west fence as long as they do not interfere with any backstop or pathway and are not visible from a neighbor's yard.

Blach Intermediate School (LASD):

AYSO 45 is the primary user of Blach during Fall. MVLA achieves permit to the field in Spring and Summer. The Blach complex is comprised of the Soccer pitch and the Patch. The Patch is the deep left outfield area adjacent to the Day Care Center. The Patch extends from the Day Care Center to roughly where the Gym building ends.

Goals and rebounders at Blach must be stored and locked to the east fence at predetermined spots away from some uncooperative neighbors. One neighbor with solar paneled roof is especially nasty. Keep all equipment away from his fence. Please carefully note the location for storage and return your equipment to precisely the same spots. Chains have been anchored to the fence with key locks (key held by Field Coordinator), with a combo lock at the attaching end with which you secure the goals/rebounders.

During the middle school soccer seasons (December through April), the full sized goals are often left on the field by the school. In this case, you may leave the goals out on the field. Rebounders must ALWAYS be returned to locked storage site at the fence.

Please note the goals and the rebounders will have different combinations. The rebounders are owned by MVLA and have the standard MVLA rebounder lock combo. The goals are owned by the school and have the standard south LA combo in agreement with AY45 and the school.

MVLA borrows AYSO 45's corner flags which are stored in the brown combo-locked Knaack box on the east touchline.

Gardner-Bullis (LASD): <this section under construction, please contact Field Coordinator>

Bullis Elementary school reopened in Fall 2008 as Gardner-Bullis Elementary. There is no longer a combo-locked access gate at GB, so MVLA teams should not have an issue accessing the field. If you run into a locked gate, please contact the MVLA Field Coordinator.

MVLA recently installed portable wheeled 7x21 goals for use by small-sided teams at GB. The goals at Bullis have wheels and are already set up with the nets on them, so you just need to wheel them into position and mallet the spikes down to anchor the goals in place. There are four spikes for each goal (8 total) to hold them down.

The goals need to be stored properly off the field after the game - if you are walking up the hill to the field, the goals are stored in the back left hand corner of the field - and they should be pushed all the way off the grass. There is plenty of room for that. They should be stored facing each other (making a box/cage) next to the baseball backstop that is pushed over and lying in that same area. You should then lock the two goal frames together and combo-lock them to the backstop.

The flag bag is stored at Kevin Moos' house next to his front door - in a long black bag - until we have a storage box at GB. Kevin lives about ½ mile away from GB at 291 Stratford Place off of Los Altos Avenue. The spikes, flags, and mallet all get stored in the flag bag.

Callahan Softball Field (CityMV):

This field is on Middlefield Ave between Shoreline and Rengstorff just east of Crittenden Park in Mountain View. It is a skinned softball field under lights. MVLA teams must stay off the infield and limit usage to the outfield only. Goals or rebounders may not be stored at Callahan since this field is used year-around by adult and girls softball.

Castro Elementary School and Park (CityMV):

This field is sometimes permitted to MVLA in Spring and Fall. Currently, City of MV does not allow storage of rebounders or goals on site.

Cooper Middle School and Park (CityMV):

This is a primary AYSO45 field throughout the year, along with baseball and softball. Bay Area Women's Soccer League (BAWSL) is a regular permit holder for Sunday mornings. MVLA has achieved in the past a partial permit for Sunday games during Fall, and sometimes AYSO agrees to share use of the northern Patch of the facility located in the deep right field of the east baseball diamond. MVLA thanks AY45 for their generosity. Please scroll down below to Stevenson Park for rules, field lining, and field set up procedures applicable to Cooper.

At Cooper, to minimize neighborhood street parking and congestion, it important that parents and opponents park on the Eunice side of the field (preferably in the school parking lot) and walk to the field at the rear of the school buildings. Only coaches or parents carrying heavy team gear should park on the Chesley/Yorktown side of this facility.

Adult men's soccer is a perennial poacher at Cooper. While this is a primary concern during the weekday afternoons and evenings, do not be surprised if they show on Sundays as well. Please follow above-described guidelines for dealing with poachers.

Covington Elementary School (LASD):

MVLA achieves a permit to Covington in summer, fall and winter. Match day portable goals are chained to the southerly half of the east chain linked fence, near the batting cage. The goals must be stored side by side, facing the fence. Please note that when these match-day goals are properly positioned and locked to the fence, they do not interfere with the playing field.

Each weekend when games are scheduled at Covington, the first team of the day is required to unlock the portable goals and carry them out to their location on the field for games. After removing the goals, please remember to lock the cable or chain and lock to the fence -- DO NOT leave the lock unlocked!

After the last game of the day, the last MVLA team will need to move the goals back to their storage location on the fence and relock them. Teams that forget to store the goals after the last game will be fined and may have to pay for any equipment lost or damaged. Football uses the field during the week so soccer goals are not allowed to remain on the field!

Just north of the goal storage location, also along the east fence, is a Greenlee storage box, locked with combo lock. The box currently contains corner flags and some assorted materials. Please do not take flags out of the AYSO Knaack box at Rosita. AYSO 43 is a heavy user of Rosita on weekends and they need all their equipment for their usage.

As of the date of this edition, there are no nets mounted on the goal frames. Nets will be found in the Greenlee box.

If there are any MVLA-owned flat-style rebounders, they will be locked to the east fence. Teams may also store their own rebounders at the east fence.

Crittenden Middle School (CityMV):

This is the large open field located directly west of the Whisman Sports Center on Middlefield Ave. between Shoreline and Rengstorff in Mountain View. There is a small parking lot on Middlefield.

Full size goals, owned by the City of MV, are locked against the Middlefield fence. They must be carried out and carried back to their storage location for each practice or game. Do not place the goals in the actual goal-area position for practices to avoid wear and tear of the field. These goals are not wheeled and are relatively heavy, so for younger teams, several parents will need to assist you in moving them into place.

The Critt goals are locked to the fence with a KEY LOCK (see below).

Currently, we may NOT store flat rebounders to any fencing at Crittenden.

We are using nets and flags owned by AYSO 45, stored in their brown Knaack box located behind the softball backstop fence near the parking area at the southwest end of the field (by Middlefield Road). There are two locks on this box, both with the same combination. Once you dial the combination, press the lock and it will snap open. The box has lots of AYSO stuff that can cause damage if stolen (like paint and a liner), so **it must remain locked even during games and practices.** The locks will remain closed only if the dials are set to a number other than the combination.

To Set up: The goals are chained to the fences, and padlocked. The key to the padlock is in the AYSO brown Knaack equipment box, attached to an orange cone with a cable. Check to see that the goals are properly located on the field. Remove the nets, corner flags, and Velcro straps from the box and relock the box. Install the nets to the goals using straps.

Close-down: Remove the nets, collect the straps, stakes, flags, and cone-key, and replace all in the AYSO box. Relock the box (both locks). Return the goals and lock them in their original storage location.

There are field lights at Crittenden. MVLA has a limited set of keys to access the light room which is behind the backstop of the Crittenden baseball field on Middlefield Ave next to the small parking lot. These lights keys are numbered and cannot be duplicated, so the MVLA Field Coordinator will issue the keys to assignees at Critt each season as appropriate with keys returned at the conclusion of the assignment. There are significant penalties for loss. Replacement of keys is very difficult.

The key unlocks the door of the light room. Make sure only team officials access the light room and operate the lights transformers. **UNDER NO CIRCUMSTANCES SHALL PLAYERS OF ANY AGE ACCESS THIS ROOM OR OPERATE THE LIGHTS TRANSFORMERS.**

Open the door. Please note that it is heavy. Wear the key around your neck on a lanyard to

make sure it does not get locked in the room. You may want to carry a flashlight as there are no safety lights near this room. Once inside the lights room, you will see the transformer bank of switches on your right. SLOWLY turn on a single transformer at a time, taking a few moments between each. You will hear a resonant low-frequency boom at each flip. This is normal. Only turn on field lights. The lights take a little while to light to full brightness. This is normal. Close the door and LOCK it. Make sure you jiggle the lock and handle to ensure engagement.

At the end of your session, re-open the light room and reverse your process. SLOWLY flip off each transformer, pausing for a few moments after each one. Do a quick visual check outside to make sure you have turned off all field lights.

UNDER NO CIRCUMSTANCES shall any MVLA person leave the lights on after they leave the field UNLESS they are handing off the field to another MVLA team AND that team has their own key. Do NOT hand off keys unless you have been explicitly instructed to do so by the MVLA Field Coordinator. In some cases, when the usage at Critt is high, the MVLA Field Coordinator may establish a pick-up/drop-off/hand-off protocol of a single key from a central location. In such cases, explicit protocols shall be published ahead of time.

Report any non-functional lights to the MVLA Field Coordinator.

Eagle Park (CityMV):

This field enjoys high utilization from the community. As such, it is important to retain good neighbor relations with community residents. Please limit practice areas away from picnic tables and watch out for young children and toddlers who can be hurt with flying balls. It is not permitted to store flat rebounders, portable goals, and other equipment at Eagle. The City of MV performs regular maintenance on Eagle and is very particular about its status and regularly reseeds, fertilizes, aerates, and prohibits access to affected areas that need rest or restoration with cones, signs and/or yellow tape. Eagle is the heaviest used field in the club, so please do your best to respect the city's effort to maintain it.

(Ardis) Egan Intermediate School (LASD):

There are three fields at Egan:

- 1) the soccer field inside the school track ("Soccer"),
- 2) the 40 x 60 area of grass between the large city gym and the camp school portables ("Patch"), and
- 3) the outfield area of the softball/baseball diamond ("BB O/F").

Soccer field:

This field typically measures out at 104 x 64. The field is burdened by heavy use by the school itself, so we must be diligent to minimize additional wear to the field.

Teams should not practice in the goal areas and in any excessively worn areas on the field.

The goals for the Soccer field are currently stored and locked in the "frontier", south of the Track, on a grass patch. Flip-up wheels are installed on the goals to ease moving them. They must be locked face-to-face (to form an enclosed "cage") and locked with chain and combo lock at each pair of posts. The chain is permanently anchored to the goal with a heavy duty key lock. Keep the combo locked CLOSED at all times hanging on the chain. The chain must be carried by a person as the goal is being wheeled about. It is quite common for the lock and chain to be stolen. If you find them missing, please store the goals off-field in cage and report the missing items to the MVLA Field Coordinator.

A combo-locked Knaack field storage box is installed and locked to a large redwood tree. Flags, a mallet, and rubber or turf mats to cover the grate covers are in the box.

Once the goals are set out on the field by the school during the school soccer seasons (Dec-early April), they may be left out on the field. During Games, the goals must be anchored and locked to the ground-anchor system on the field. We have installed a peg-and-chain-based anchoring system described at the beginning of Section 7. Sometimes, Egan removes the peg-and-chain system and the goals must be staked if left out on the field. During other seasons, the goals must be rolled out for each session.

Teams may lock flat rebounders vertically to the south chain link fencing as long as they are safely away from play areas, the baseball diamond, and do not protrude above neighbor fence site lines. When our use of Egan is high, MVLA will store two or more large sized rebounders at the field for your use. Rebounders will be locked vertically against the south chain-link fence. See Section 5 for general rules for rebounder storage.

For games in Fall, MVLA is typically permitted Saturday mornings with AYSO following in the afternoon. Therefore, the first MVLA team of the day will set out the goals. AYSO will store the goals away unless they tell us there are no AYSO games that afternoon. In all cases, if you are the last MVLA game of the day at Egan, and no one from AYSO shows up right after your game, you are responsible for storing the goals.

Patch:

This is an unlined practice area. We achieve partial permits to this area depending on AYSO 43 capacity allowances. The fencing is too low to allow storage of full sized flat rebounders; only mini-rebounders 6x10 or smaller may be stored here, or teams will have to find an alternative method, such as tubes. No goals will be placed at this field, so teams have to bring their own portable goals if desired.

BB O/F:

The baseball diamond outfield is medium-sized area. MVLA achieves a partial permit if AYSO 43, Little League, or Bullis Charter School capacity allows. Flat rebounders may be stored against the south fence south of the Soccer pitch as long as they well off the field of play and do not protrude above fence tops visible to neighbors.

Foothill Community College All Weather Turf Field:

MVLA achieves a permit to this field from time to time, but due to the expensive rental rates, we limit our permits to deep winter when we need the lights. This field literally costs hundreds of dollars per hour to rent. The rules at Foothill are similar as our other AWT fields. MVLA installs AWT-ready full sized rebounders on this field. They are to be locked away after each night at the northwest corner of the field against the fence. The rebounder foot-weights must be gently put inside the lock box. Do not drop or roughly handle the weights as the hard plastic often cracks and breaks.

Foothill has the following additional constraints:

- this is actually a football field with football markings, so no soccer markings are on it.
- no soccer goals are on this field, nor may any be left there at any time. You may bring goals or rebounders, but they must be self-standing, floor-based models with proper weighting.
- each team assigned to Foothill will have to pay a substantial additional usage fee since the costs for Foothill greatly exceed MVLA's budget
- parking permits must be bought every day of use. Police issue tickets liberally, so don't forget to purchase your parking permit at the permit dispenser. Current parking fees are \$2.
- we never achieve permit to the upper grass fields at Foothill. Please do not poach these fields.

Graham Middle School Sports Complex (CityMV):

This field complex at Graham Middle School sits atop the Graham Reservoir. The complex was dedicated Dec, 2006 and is comprised of an all-weather turf synthetic field surrounded by synthetic track and an adjacent natural turf field with combined function 60-foot softball diamond and soccer field.

The AWT field is permanently lined for football and soccer. The grass field is lined by MVLA for small-sided soccer.

Bathrooms are located in the concessions/storage building. These bathrooms are opened and closed by the City and remain open during our permit times.

We are not permitted to store flat rebounders at out on either field at this time; however, rebounders may be stored in the Graham Storage room assigned to MVLA. Teams wishing to use these rebounders must follow the storage room key-access protocol outlined for games. MVLA tries to keep two full sized rebounders with weighted feet in the storage room for use ONLY on the AWT field. **Do not use these rebounders on the grass because you may drag grass/mud onto the AWT and the long walk will stress the rebounder frames.**

MVLA has been assigned a storage room at Graham. The storage building is out at the parking lot, so it is quite a walk to haul gear from the room out to the fields.

The protocol for the access keys to the storage room is listed below. One key is for use by the grass field teams and one key is for use by the AWT field teams.

Teams will find the following equipment in the storage room:

- corner flag sets for the AWT and grass fields
- two 7x21 goals and nets for the small-sided grass game field
- depending on City of MV seasonal policy: rebounders for the AWT field, along with weighted feet for the AWT (currently, the city allows the rebounders to remain chained to the south fence as described above).
- miscellaneous club furniture and supplies.

Usage rules for this field are the same as for all other AWT fields in MVLA (see LAHS section below). Some specific rules for Graham are below:

Graham AWT rules (same as LAHS rules PLUS):

- 8x24 goals are City-owned and remain anchored to the AWT field throughout the year
- during games, both teams sit on the south touchline
- all fans sit outside the fence in the low bleachers along the north touchline
- do not kick balls into fences; do not jump low fences
- AWT teams may warm up for games on the grass as long as they do not interfere with grass games or baseball diamond usage, and do not track grass/mud onto the AWT.

Graham Grass rules:

- do not use the baseball infield at all (no "soccer baseball" allowed)
- full-sized goals are locked to the east fence of the field; they are key-locked and have no nets. We do not use these goals. MVLA is currently trying to get MV to remove these goals as this grass field is more suited to small-sided play.
- Fall 2008, MVLA lined the grass field for 8v8 play. We have two 7x21 goals in the storage room, plus flags, available for 8v8 Game play.
- Four weights to anchor the 7x21 goals are attached to the east fence by a chain and combo lock. The chain is anchored to the fence with a key lock. Each 7x21 goal shall be weighted down with two weights. DO NOT LET MINORS CARRY THESE WEIGHTS.

Storage Room Access Key Protocol for Each Graham Field:

- Two storage room access keys are found at the Field Coordinator's home in the G file folder in the file box on the porch. The keys must be returned there at the end of the day.
- PLEASE TAKE THE PROPER KEY: Each key is on a lanyard and they are identical except for their labeling. One key is labeled "G-grass" and is for use by the MVLA teams assigned to the grass field. The other key is labeled "G-AWT" and is for use by the teams assigned to the AWT field.
- The first team of the day, or any team that's the first team in a block of games when GAPS exist in the schedule, shall pick up the access key from the Field Coordinator's House, 15 San Juan Ct, LA.
- The Graham flag set for the AWT field has checkered yellow-red flags, sand-filled bases, and is located in the storage room.
- The Graham flag set for the grass field has solid red flags, metal stake bottoms, and is likely stored in the 7x21 goal bag(s) inside the storage room. They may also be left out of the goal bag(s) in the storage room.
- The last team of the day, or any team ending a game when no other MVLA team is immediately available for direct handoff, shall return the access key to the 15 San Juan Ct file box in the G folder.
- It is CRITICAL that the flags NOT be left on an empty field or on a field without an MVLA team directly responsible for their supervision. If in doubt, take the flags and return them to the storage room.
- It is CRITICAL that the key at Graham be handed off directly to another MVLA team or returned to my file box if there is no team to whom you may hand off. Coordination is important, so teams are advised to contact each other to make sure key hand-off is orchestrated AHEAD of TIME.
- Be aware than some teams may not need or may not prefer flags, or may carry their own. In this case, if you do NOT plan to pick up a key, make sure you alert the subsequent team so they may pick up as needed.
- Under no circumstances is anyone allowed to keep key or any contents of the storage room overnight.
- Team order is important, as are any GAPS in the schedule. Even a half-hour gap is long enough for the flags to get stolen.
- Make sure you check the Arbiter referee site to know who comes before and after your game. For teams with games requiring referees, you may see the game schedule by logging into Arbiter and seeing the day's games at the CALENDAR view. Remember, we schedule u8-u9 game in 60min long slots, u10-u13 in 90min slots, and u14+ in 2hr slots.
- If you have scheduled a friendly or practice and have NOT scheduled referees through Arbiter, your session will NOT show on the schedule. It is YOUR RESPONSIBILITY to inform the teams before and after you of your session so they are aware you will be there and can perform flag/key duties as needed. Again, communication is important.
- If you cancel your game last minute or at the field, it is YOUR RESPONSIBILITY to inform the teams before and after you so they know their duties will change.

For examples, consider the following IMAGINARY schedule sequences:

Sat 4/19 Graham AWT: Raptors 92 Brz, **GAP**, Tsunami, Magic

Hint: In the list above, R92Brz will take the G-AWT key to Graham, access flags at Graham, bring key back. Then there is a GAP, so Tsunami must come pick up the AWT key from my house, use it, hand it off to Magic, and then Magic brings the key back to the file box.

Sun 4/28 Graham AWT: Thunder, Hurricanes , Xtreme, Raptors 92 Brz, Fury, Strikers

Hint: no gaps in the schedule, so Thunder picks up G-AWT key, sets out flags, hands key and flags off to Hurricanes, Hurr hands off to Xtrm, etc., until Strikers store flags and return key to my file box.

Sat 10/4 Graham grass: JagsWht, PyBlk, TyBlu, **GAP**, PyBlu.

Hint: JagsWht pick up storage key labeled G-grass, set up flags and goals/nets, anchor goals with weights. JagsWht hand off to PyBlk, who hand off to TyBlu. TyBlu put goals, nets, and flags back in bags and in storage room, then return key to file box. PyBlu picks up key at FC file box, do both set up and tear down and return key to FC file box.

Grant Park (CityLA):

This is one of MVLA's main game fields for u11-u13 games.

The condition of its grass is quite tender and there are a few well-known sensitive areas that need special consideration:

- goal areas are generally not to be used during practices
- the southwest touchline area is often mushy or alternatively bone dry, stay off
- there is a very dry area that always forms along the northeast touchline, please stay off.
- standing water often collects near sprinkler heads; mark these off with cones and stay away from them during practices; they remain active play areas during games.

The club has decided to allow the goal nets to remain attached during the week, allowing ease of use for scheduled scrimmages and games and occasional team shadow training and set-piece practice. However, if field damage occurs in the goal and penalty areas, the club will remove the nets and require game set-up and tear down similar to Crittenden.

Corner flags are stored in the combo-locked Greenlee Box at the north end of the field.

Team-owned flat rebounders may be stored vertically along the west fence under the trees. When our use of Grant is high, MVLA will store two or more rebounders at the field for your use. Rebounders will be locked vertically against the north chain-link fence nearest to the Greenlee storage box. See Section 5 for general rules for rebounder storage.

The neighbors are especially particular at Grant due to their proximity. **Please do not park on the home side of streets, especially on Grant Lane.** Do not loiter in the streets after practices or games as the neighbors will call the LA police. Keep noise to a minimum. Do not park or drop off kids at the back gate to Grant on Newcastle Avenue.

Hillview Field (CityLA):

This is another main game field for MVLA u11s-u13s. Litter is a perennial problem at this field since it enjoys a central community location. The field is adjacent to the Los Altos Recreation Department Office and therefore is often monitored. All MVLA teams must be vigilant about litter, even if not your own.

The historical trouble areas for Hillview field are the mushy areas along the south touchline and northwest quarter, and the very sensitive goal areas. Stay away from these sensitive areas during practices.

Flat rebounders may be stored along the west and east fences, behind the goals. See Section 5 for general rules for rebounder storage.

AYSO has a combo-locked storage box at Hillview where we store flags.

It is important that teams keep the sidewalk on the Hillview Avenue side of the field clear for pedestrians; they have the right of way.

All MVLA teams, their opponents, and all fans, must not sit anywhere near the Bus Barn Theatre. Prevent balls from being kicked against the theatre walls and up on the roof.

We do not get permits to the adjacent Hillview baseball field. Sometimes MVLA teams go to the baseball field to warm up for games. If no one is occupying the field, we may do this, however, keep MVLAers off the skinned infield. MVLA teams must defer to any users on the baseball field.

Huff Elementary School (CityMV):

Huff is used by our youngest teams for practice. This field is shared with AYSO45, Pony baseball, MVLL, and school use. The principal of this school takes extreme pride in the condition of his school's turf and is very prompt to call the city of MV with complaints.

Do not park in any handicap stalls...ever! Park in designated parking stalls only. The only exception is that after 3:30pm, you may park head-in and diagonally along the yellow drop-off curb directly in front of the school.

Do not park, drop-off, or pick-up in the cul de sacs south of the field/school. Please use the front entrance only.

Do not drive onto campus by any side path or through the breezeway, ever!

There are no bathrooms at Huff, sorry. You have to make sure your kids have gone potty before practice -- kids should be able to hold it for 90min. Do not request bathroom keys from the front office, ever! If there is a potty emergency, and it has to be an emergency, try the Day Care Center but do not make a habit of this.

East Field users must leave some play space for the Day Care children. Use your judgment based on how many kids you and they have out there. We have a very good relationship with the Center (thus their patience for bathroom emergencies), so please do not get too greedy with field space.

West Field users must stay east of the smallest conifer tree at the south fence and away from the baseball outfield. If MV gets complaints from baseball about our encroachment, we could lose our permit (as we did at Monte Loma in the past).

During Fall, we have to share the field with AYSO. Allocations will be limited in those cases.

The City recently decided that rebounders may not be stored at Huff.

When using goals, rebounders, flags, or cones, make sure you do not cause damage to the turf with repetitive patterns of use. Change the orientation of your drills, games, and equipment regularly during your practice and day to day. Huff is very protective of the quality of their turf and if they complain that we have damaged it, we could lose our permit. This is why we do not let older teams practice here.

Pick up all your trash; Huff's principal is often out on the field and he is very particular about this.

Try not to make much noise as you walk through the breezeway in front of the school office. Huff staff members often work into the evening and they expect quiet.

You may allow your children to play on the play structure, but please remind them to be careful. No cleats on the structure; no ball play on the structure.

Los Altos High School All-Weather Turf Field (LAHS AWT):

The MVLA Board of Directors has approved very strict rules for teams using the fields at Los Altos High. MVLA has a zero tolerance policy for rules violations at LAHS. When hosting scrimmages or games at LAHS, copy these rules and send them to your guest opponents. Impress upon them the importance of following these rules!

- Players may wear turf shoes, indoor shoes, or regular outdoor cleats on the all-weather turf. When the turf is wet, outdoor cleats or turf shoes may provide better traction than flat-soled indoor shoes.
- NO MUDDY or GRASSY CLEATS.
- NEVER walk or run on the synthetic track with cleats on. Use the black mat provided to cross the track or wear flats
- Do not spike anything into the turf surface. Signs, rain/sun canopies, and umbrellas may be brought to the field, but they must be self-standing with AWT-ready bases.
- No food on the field, no gum, no seeds, no sugary drinks; please have your post-game snacks off the field on the asphalt outside the stadium.
- NO SPITTING on the field. Staphh infections are exacerbated by bodily fluids.
- NO DOGS in the stadium. Again, NO DOGS!!!!
- AWT users are not permitted to any grass fields. Do not use the grass, not even for warm up. We will include warm up time on the AWT field in between games or teams may warm up on the D's at each end of the AWT field.
- Fans sit in the east bleachers; not on the track, nor the field, nor the west bleachers.
- Only TEAMS and COACHES allowed on the field. Both teams are to sit at the west touchline.
- The team having the first game of the day is responsible for setting up the goals, weighing them down with weights if available, setting up corner flags.
- See Flag/Goal/Key Protocol below.
- Pick up all trash at your team bench and at your parent bleachers. Trash and recycling receptacles are at the field on both sides. The field should be pristine when MVLA is done with it.
- Do not to bother any neighbors that live near the school. If they complain to the school, we could lose our permit. Park only in the school parking lot, do not use any noisemakers or loud music, no chanting (positive cheering is great), and never chase balls into a neighbor's yard. If you lose a ball, contact your host and they will work with the school to try to retrieve the ball from the neighboring home.
- If you note any problems with the field, please contact the Field Coordinator Jeanine Valadez (j9valadez@earthlink.net) at 408 921 4313 if the issue is urgent.
- Please read Appendix A of this Manual for more rules, policies, and background about our usage of LAHS.

LAHS Flag/Goal/Key Protocol:

Key and Flags Protocol:

- Corner flags and bathroom access key are found at the Field Coordinator's home and must be returned there at the end of the day. The flags are labeled "LAHS AWT."
- Bathrooms are located in the portable building at the northwest corner of the AWT stadium. These bathrooms are open only during our weekend usage, for which we have an access key. During the week, use the school bathrooms in the breezeway outside the stadium.
- The first team of the day, or any team that's the first team in a block of games when GAPS exist in the schedule, shall pick up the access key and corner flags from the Field Coordinator's House, 15 San Juan Ct, LA.
- The LAHS flag set has solid red flags.
- The key is in the L file folder in the file box on my porch. The key is on a Tiger Woods Lanyard and labeled with an "L."
- The last team of the day, or any team ending a game when no other MVLA team is immediately available for direct handoff, shall return the flag set to the 15 San Juan Ct carport and the key to the file box in the L folder.
- It is CRITICAL that the flags NOT be left on an empty field or on a field without an MVLA team directly responsible for their supervision. If in doubt, take the flags and return them to my house.

- It is CRITICAL that the key at LAHS be handed off directly to another MVLA team or returned to my file bin if there is no team to whom you may hand off. Coordination is important, so teams are advised to contact each other to make sure key hand-off is orchestrated AHEAD of TIME.
- Be aware that some teams may not need or may not prefer flags, or may carry their own. And some teams may not want to deal with bathrooms. In this case, if you do NOT plan to pick up flags and key, make sure you alert the subsequent team so they may pick up as needed.
- Under no circumstances is anyone to keep flags/key overnight.
- Team order is important, as are any GAPS in the schedule. Even a half-hour gap is long enough for the flags to get stolen.
- Make sure you check the Arbiter referee web site to know who comes before and after your game. For teams with games requiring referees, you may see the game schedule by logging into Arbiter and seeing the day's games at the CALENDAR view. Remember, we schedule u8-u9 game in 60min long slots, u10-u13 in 90min slots, and u14+ in 2hr slots.
- If you have scheduled a friendly or practice and have NOT scheduled referees through Arbiter, your session will not show on the schedule. It is YOUR RESPONSIBILITY to inform the teams before and after you of your session so they are aware you will be there and can perform flag/key/goal duties as needed. Again, communication is important.
- If you cancel your game last minute or at the field, it is YOUR RESPONSIBILITY to inform the teams before and after you so they know their duties will change.

For two examples, consider the following IMAGINARY schedule sequences:

Sat 4/19 LAHS: Raptors 92 Brz, **GAP**, Tsunami, Magic

Hint: In the list above, R92Brz will take flags to LAHS, use them at LAHS, bring them back. Then there is a GAP, so Tsunami must come pick up the flags from my house, use them, hand them off to Magic, and then Magic brings them back to my home.

Sat 4/27 LAHS: Thunder, Hurricanes , Xtreme, Raptors 92 Brz, Fury, Strikers

Hint: no gaps in the schedule, so Thunder picks up key, sets out flags, hands key and flags off to Hurricanes, Hurr hands off to Xtrm, etc., until Strikers returns key/flags to my house.

Goals Protocol:

- The Game goals are the wheeled goals stored along the north fence of the stadium, locked with a chain and combo lock. The chain is anchored to the fence with a key lock. These goals may be used for practices.
- There is a second set of wheeled goals locked also by chain to the west fence. These goals may be used for practices, but NOT for games. These goals must also be locked away after each practice.
- Goal wheels are flipped into position by lifting the edge of the goal and pushing the wheel forward or back into place. It is very easy, but requires some strength to lift the goal, so get two to three people to do this job.
- Last game of the day has put-away duty.
- If you do not know if your game is the last game, then put away the goals and lock them.
- **Do not drag the goals on the turf**, else you may tear the turf or the goal may break.
- Be sure all locks are always locked, even when the goals are on the field. Re-lock the locks when storing goals.
- When you chain the game goals to the north fence, make sure the goals are placed facing the fence and are well clear of the gate to the baseball field.
- When storing the second set of practice goals, there may not be enough room at the east fence to store the goals side by side. You may have to nest the goals, but store them facing the fence. If hockey, football, or other equipment bars your access to the east fence, then nest the goals, place the goals as close as you can to the fence, and lock the goals to each other.

- Make sure the north-fence goal chain encircles a fence post and the goals posts.
- The goal weights are stored in "garbage cans" to enable rolling them out to the goals versus carrying them; please do not use these cans for actual trash/garbage. Sometimes, the goals weights tend to disappear or get stored away by the school. When this happens, we play through without goal weights and hope referees do not halt games.

Los Altos High School Grass Field (LAHS Grass):

MVLA achieves permit to the LAHS grass ONLY for weekday practices and only for MVLA players u11 and younger. No goals are on this field. Rebounders may not be stored here.

McKelvey Field Complex (CityMV):

This complex is typically not permitted to MVLA as baseball is the major stakeholder and what capacity was shared between Pop Warner and us has shifted towards Pop Warner. If we ever receive a permit it will be to the large outfield of the 90 foot baseball diamond under lights.

Monte Loma Elementary School and Park (CityMV):

This is a field for our youngsters (u7-u10) and the main game field for our small-sided youth games. We share the facility with AYSO 45 and MV Little League baseball, although in Fall, MVLL teams limit their use to the actual baseball diamond field. In 2007, MVLA lost the full permit to ML as a result of neighbor complaints. In 2008, we have been slowly regaining the trust of the City to achieve more expansive permits.

Small sized goals (7x21) are stored in a green wooden box at Monte Loma. There are two locks on the lid and two for the chains to secure it onsite, the 4 locks all share the same combination.

MVLA small-sided teams are responsible for stocking the box with the needed goals, nets, corner flags, sandbags, hammer, stakes, etc. All expenses will be reimbursed by the club.

Small Flat rebounders may be stored and locked to the south fence as long as they do not obstruct the picnic area. When our use of Monte Loma is high, MVLA will store two or more 6x10 sized rebounders at the field for your use. Rebounders will be locked vertically against the south chain-link fence. See Section 5 for general rules for rebounder storage.

During games, the neighbors have historically complained about noise, parking, and high duty cycle. In order to achieve Good Neighbor relations, here are games rules for Monte Loma:

- ◇ Saturdays and Sundays NO Noise until noon. The biggest complaint is about adult noise. MVLA teams must control their opponents' noise; do a pre-game parent touchline talk with help of CR.
- ◇ Field Coordinator will try to push game scheduling to after 10am at least; if capacity demands make this impossible, so be it, but No Noise protocol may help.
- ◇ For games noon and later, adults should still try to keep noise low and reasonable; noisemakers and such are never allowed at MVLA fields; plus screaming coaches should not be screaming anyway, especially at these young ages.
- ◇ Parents sit at north touchline; teams at south touchline
- ◇ No soccer parking in cul de sac across Monte Loma. Park in school parking lot. There is a larger lot further north on Thompson Avenue. Park there.

Mountain View High School All-Weather Turf Field (MVHS AWT):

MVLA achieved a permit to MVHS AWT beginning Fall 2008. This was our first permit at this site in over a decade.

The field usage rules for MVHS are essentially the same as for LAHS (see above), plus MVHS has several additional rules specific to this site.

All teams using MVHS must read Appendix B for rules and equipment protocols for MVHS.

Purissima Baseball Field (Town of LAH):

The Purissima baseball complex is located on Purissima Rd in Los Altos Hills. This is the home field complex for Los Altos Little League and historically, this site has been dedicated exclusively to baseball use. MVLA has occasionally achieved a permit to the outfield of Fields #2 or 4 at Purissima. By agreement between the Town and LALL, only u12 and youngers may play here. The fields are numbered 1-4 left to right as you face the complex from Purissima Rd. Our ability to achieve future permits will be dependent on our ability to preserve the quality of the outfield turf and the infield diamond at this field.

The major requirement at Purissima is to make sure our use does not impact the infield diamond, mounds, and dugout areas. Stay off these areas. Do not run around the bases. Do not run laps that penetrate into the infield areas at all. Use only the outfield area.

Change your practice orientation daily, east-west, then north-south. Flat rebounders may be stored vertically only if you can find a chain-link fence completely away from the field of play and the baseline areas all the way out to the home run fences. Do not block the entrances to batting cages. Baseball uses the field throughout the year, so please appreciate that our rebounders, if improperly stored, will interfere with baseball play that may extend to the fences.

Rosita Field (CityLA):

This is primarily an AYSO 43 and Pony baseball field, however, MVLA achieves permits from time to time for late Fall weekend games and late-summer camps and games. This field is right next to Covington field, separated by a chain link fence.

The turf on Rosita is especially tender. Goals are placed by the city at the beginning of the season of use and remain there. Flat rebounders may be stored and locked vertically against the east fencing. When our use of Rosita is high, MVLA will store one or more large-sized rebounders at the field for your use. Rebounders will be locked vertically against the west or south chain-link fences. See Section 5 for general rules for rebounder storage.

AYSO has a combo-locked storage box at this field. Do not take any of the equipment in this box over to Covington for use on Covington field. We are not permitted to access AYSO equipment at Rosita. If MVLA schedules any scrimmages or games at Rosita, the host team is responsible for providing their own flags.

Santa Rita Elementary School (LASD):

This is a heavily used school field and MVLA achieves permits to the upper (south) soccer field during Spring, Summer, Winter, sharing with Crusaders Lacrosse and BAWSL during Spring, and ceding the field entirely to AYSO during Fall.

Recently, AYSO removed the full sized 8x24 goals at SR Upper and replaced them with 7x21 goals. They are combo-locked to the west fence on the lower field and must be carried to the upper field for use. MVLA currently does not have access to these goals.

Since Full Sized goals are no longer stored at SR, we currently cannot host 11v11 games at SR.

MVLA may achieve permit to the lower field from time to time for small- sided games. Teams must haul the small-sided goals from the box at Monte Loma to Santa Rita when MVLA does not achieve a Sunday permit to ML. If MVLA receives permission from AYSO to use their 7x21 goals, updates will be posted to the MVLA Coaches Yahoo Group.

Corner flags are stored in the combo-locked box at the west end of the field. MVLA teams must keep the grass at the goals trimmed as LASD operations personnel do not mow these areas at all.

Teams may store rebounders at SR along any fence away from school use. See Section 5 for general rules for rebounder storage.

Sunnyvale Soccer Complex (CitySunnyvale):

MVLA achieves permits to this field from the Sunnyvale Alliance Soccer Club when SASC can spare the capacity for weekend games (which is rarely). SSC is one of the very few full-sized fields to host eldest games.

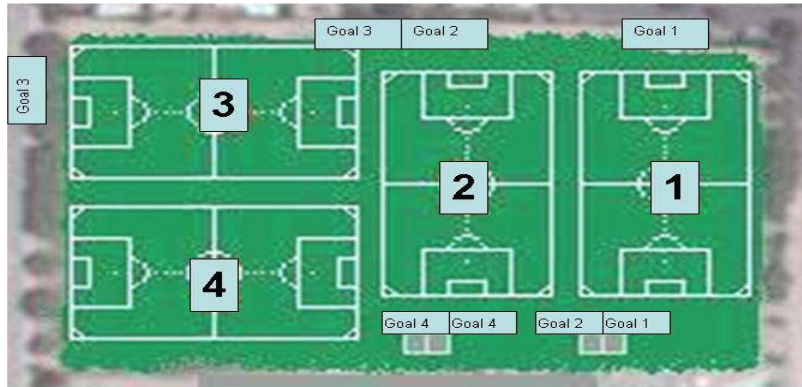
Park only in the SSC parking lot and NOT on the neighborhood street next to SSC#1.

NO DOGS ALLOWED at SSC, even if on a leash. The only pets allowed are the neighborhood dogs being walked through in the path. Please inform your opponents if this very strict SASC rule.

SASC has agreed to conduct all field maintenance, lining, goal placement, porta-potty access, etc., for our use.

MVLA teams are responsible for returning the goals to their storage position and locking them up at the end of a game day when we are the last team. So most often, we should simply show up for games and just make sure we leave no trace of our being there when it comes to litter, field damage, and goal storage. On the rare occasion SASC has not scheduled a game immediately before our arrival, then you will have to unlock the goals and place them on the field.

- 1) All goals will be on key locks (standard SASC tube locks).
- 2) The combo-locked equipment box (brown Knaack box) is installed and locked, and has paint machine, paint, corner flags and goal stakes.
- 3) SASC will put GOAL KEYS IN THE EQUIPMENT BOX that we can access by opening the box with the combination lock. The keys will have large neon cable tie key chains so they are not easily lost. THESE KEYS MUST ALWAYS BE RETURNED TO THE EQUIPMENT BOX AFTER USE; do not keep these in your pocket or bag as they will be lost.
- 4) Make sure you LOCK the locks as they hang on the cable and fence when the goals are put out on the field. Open locks invite kids to steal them.
- 4) Be sure to lock the port-a-potties if you are the last team on the field.
- 5) see the picture below to know the field orientations. IGNORE the goal storage locations as they are obsolete (neighbors disallowed goal storage at the north fence for SSC1):



- 6) Put all wheels back up after goal storage to make them harder to move once stored.
- 7) For SSC1, lock both goals to the backstop and each other. Orient them facing each other to make an enclosed "cage".
- 8) For SSC2, lock one goal to the back fence, facing in away from the field, one cable will secure both goals locked back here; other goal is locked to the backstop, opening facing backstop

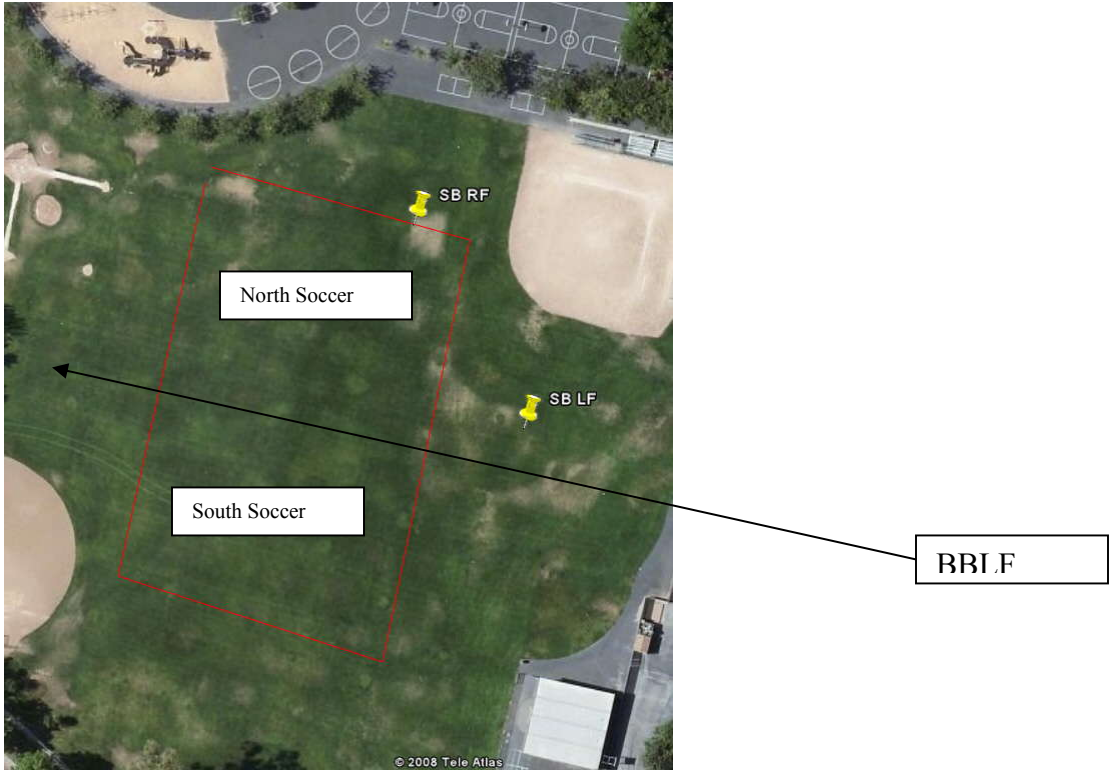
Stevenson Park (CityMV):

This is a major Pop Warner and AYSO 45 field. Beginning Fall 2005, MVLA achieved a permit for Stevenson on Saturdays for elder games during Fall and we have continued ever since. In return, MVLA agreed to line the full sized field. Stevenson is our largest field at 120x70. Primarily elder teams will be tagged for lining duties at Cooper and Stevenson; however, all MVLA teams may have to share in the lining responsibilities as with all fields.

There are two or three sprinkler valves with plastic green covers near the center of Stevenson field. MVLA teams have in the past temporarily patched these covers with live sod bought from Home Depot or similar store. The sod is then removed and discarded/composted after the last game of the day. This is a cheap and easy way to improve the safety of the field for unwary players.

Recently, MVLA achieved weekday permits to Stevenson during Fall. There are several sub-fields at Stevenson for use by MVLA teams for practices:

- North Soccer: the north half of the lined soccer pitch (away from Montecito)
- South Soccer: the south half of the lined soccer pitch
- BB LF: the left field portion of the Majors diamond outfield (Majors field is in SW corner)
- SB LF: the left field portion of the NE softball diamond (SB is in NE corner)
- SB RF: The right field portion of the NE SB diamond (this area basically extends from north of the Soccer Pitch north goal to the asphalt)



The following instructions apply to both Stevenson and Cooper Park:
Both fields have city-installed pipe-frame goals that stay in place throughout the season. There are storage boxes at both fields with nets, flags, and two paint machines. AYSO generally keeps 2-4 cases on site at any given time. MVLA will replenish paint at approximately half rate. MVLA may use AY45 painting equipment and paint. The box combination at both locations is **the same**. Please be sure the boxes are relocked at the end of each day. There have been particular problems at Stevenson. In 2003, the entire box was stolen and there was an attempted forced entry in 2004, which is why the slider bar is bent a little. The lock can be tricky, so take a pair of needle nose pliers if you are going to use the striper machines in the box there. Please report problems to the MVLA Field Coordinator.

Coaches/managers are responsible for knowing the day's game schedule. If in doubt, take nets and flags down and store them. All coaches should carry velcro straps, stakes, and a soft mallet as backups.

MVLA may NOT store any rebounders or goals to the fences at Stevenson.

Sylvan Park (CityMV):

MVLA achieved a probational permit to this field beginning in 2005. Soccer had never been permitted access to this field before and we were the selected test case in MV's efforts to deter lacrosse and adult soccer poaching. We now regularly achieve the permit. This field has beautiful turf and is large enough for the youngsters' games. Teams of all ages may train here. No goals are stored at Sylvan. We have not received permission to store flat rebounders at Sylvan.

Whisman (CityMV):

This field is occasionally rented to us and is located on Easy Street in Mountain View. It is part of Whisman School and NOT part of the Whisman Sports Complex (which is on Middlefield). It is a primary softball and AYSO 45 field. It is lined to 100 yards long and is good for u11-u12 games. It may be lined for small-sided games to host u8-u10 games as well. The field is outfitted with pipe-in-ground goals. Nets and flags are found in the combo-locked storage box.