

## **How To Do A Game Swap**

After the season starts, the league does not reschedule games for you. The only way to reschedule games is to swap game times with another game. It is up to the coaches to swap with other scheduled games if you feel that you need to reschedule.

### **Reasons to attempt to reschedule:**

1. Your team will not have enough players to play
  - A) U5 and U6 Minimum 3
  - B) U7 and U8 Minimum 5
  - C) U9 and U10 Minimum 6
  - D) U11 and above Minimum 7
2. If you will have the Minimum players to play, just play your regularly scheduled game. It is more work to "Game Swap" and is not worth the disruption to 3 other teams.

### **Coaches Procedure**

1. Send an email to your league director indicating which game you are going to attempt to swap; just in case that the league director may know about another team trying to swap. Get email addresses for other coaches from your league director if you don't already have them.
2. Check out the full games schedule in your age group on the PYSA website and find some potential game dates/times that you want to swap with.
3. Get agreement from the team you are playing that you want to swap to another game date/time and get agreement on potential dates/times.
4. Get agreement with the 2 teams that you want to swap with. (Alternative: send an email out to all the coaches in your age group and poll to see who wants to swap with your game time)
5. All 4 coaches for the affected teams must send an email to your league director, which is listed on the website [www.pysa.org](http://www.pysa.org) that states agreement with the proposed swap. The League Director must receive these emails (up to 4), preferably at least 3 days before the earliest affected game.
6. If you are unable to do a game swap, and have to forfeit. You will need to notify BOTH your league director and the Plano Youth Soccer office (972)422-7972 within 72 hours.
7. Under 6 through Under 19 must bring the referee pay by the office if a game is forfeited in advance.

### **NOTE:**

When you swap a game, it affects the families of the players and coaches on 3 other teams. Start your game swaps early, because it could take up to 3 weeks to get that many people to agree to a game change.

## **GAME Conflict Report Forms Explained:**

Please remember to send in those Game Conflict Report forms **BEFORE** the season starts and **BEFORE** you have a schedule. **You don't wait for the schedule to file Game Conflict reports.**

The intent of the form is to tell the PYSA scheduler **before** the schedule is made. You report what days of the week (Mondays, Tuesdays, or Thursdays) or time of day on Saturdays (can't not schedule games on Saturday) that your team will have a conflict that causes your team to ***not have enough players to play***. Just being short a few players is not a reason to request a reschedule or to report it on the Game Conflict Report form. The scheduler uses this info to try to schedule your games around those conflicts when they are creating the original schedule.

Before the season starts, you poll your team parents for info on vacations, basketball tournaments, scout campouts, school activities, etc. At this time, the team should also make some personal priority decisions. We are lucky in Plano to have so many activities for children. But PYSA cannot reschedule games and fields and referees and players around activities planned by other organizations.