

HOME GAME RESCHEDULES AND CANCELLATIONS

reschedule@arrowheadsoccer.com

(218) 624-1713

STEPS TO RESCHEDULE A GAME

Please note AYSA does approximately 100 reschedules during the two-week window. To track those appropriately, AYSA needs you to **email your requests rather than calling**. Please use the **Reschedule Request Template** (see last page) to make sure you include all the information needed.

- As soon as you are aware that you will need to reschedule a home game, please **email** the AYSA office (reschedule@arrowheadsoccer.com) and let us know. **Please do not wait until you are ready to reschedule.**
- Home team coaches should contact opponents and get two or three make-up date options. The more options you have, the better chance you have of finding one that works.
- **Email AYSA the Reschedule Request Template** with your team information and reschedule date and time options. We will let you know if we can make one of the dates work. The more flexible you and your opponent are the better chance you have of an available field on your date (ex: playing at 5pm or 7pm).
- AYSA will tell you which time/date works from your options. You will confirm the date/time with your opponent and then confirm again with AYSA. All of this is done **BEFORE** you put anything into the US Connect system. Please do not use the online system until you have confirmed the rescheduled date with AYSA.
- Once we have told you a field is available on a date you requested, move quickly to confirm with your opponent. **It is first served/first confirmed for field dates and times.**
- AYSA does not “pencil in” field reservations. We reserve a field and referees for you when both you and your opponent have agreed to play on that date.

START DATE AND OFF LIMIT DATES

- Games will begin the weekend of April 20th.
- Any game scheduled before May 15 must be approved by our office. If you have a game that falls during this period, we can discuss options for the match, but we cannot guarantee it.
- May 31-June 2 and June 28-30 are off limits for all reschedules. No make-up games on those dates in Duluth or surrounding areas including Cloquet and Hermantown. Duluth hosts 2 large soccer tournaments and almost all fields and all referees will be used during these weekends.
- If you have a match with a local opponent scheduled for a weekend, we will most likely need to reschedule that match to a weeknight in May or June. This will free up time slots for teams visiting from out of town on the weekends.

TIPS FOR RESCHEDULING

- If your opponent reaches out to you to reschedule in Sports Connect, reach out to them via email or phone to correspond, this is an extra step for you but is easier than trying to reschedule through the system and confirming with everyone.
- If you have a Home/Away schedule where you play your opponent twice in a season, consider swapping your Home/Away games or looking at a possible double header one of the weekends.
- Do your best to accommodate a weekend match. If this does not work then try for a Tuesday first, after this look for any date that works for both teams.

IF YOUR OPPONENT ASKS TO PLAY AT A NEUTRAL SITE

If you agree to this request, you will need to take the following steps to ensure this can happen.

- The Home team is, technically, responsible for the referees (assignment and payment) and for providing a home field.
- If your opponent asks for the neutral site that is your home match, ask if they are willing to either help find/rent a field and or help cover the cost of the referees, if your team can accommodate this request.
- Once you have agreed on the specifics, you can reach out to us to let us know about the change and we can point you in the direction of getting a field or for an assignor.
- Just know that both field rentals and referees outside of the Duluth area cost money that you will either have to pay at the fields, for the referees, or to secure a field for a later date.

WHAT IF WE CANCEL YOUR GAME DUE TO THE WEATHER?

- Be sure to have a cell phone number for your opponent's so you can reach them during the day in case of bad weather.
- If you believe your game may be cancelled by weather, please contact AYSA as early in the day as you can. AYSA monitors weather daily and can discuss your options. We are usually willing to discuss cancellation with you rather than impose it unless we are directed by the field owner to close fields.
- If the weather moves in late afternoon, you may get cancelled late, in which case you will need to check the AYSA phone or website.
- If you have any questions about your game, call (218) 624-1713. Please do not tell your team families to call the AYSA number about weather cancellations. ***We have three incoming phone lines at AYSA and the lines can fill quickly so please encourage your parents to wait for your call.***
- Weather related cancellations will also be posted on the website: www.arrowheadsoccer.com/cancellations/.
- Be aware that AYSA often cancels recreational games but does not cancel competitive games. If you have spoken with one of us, the decision we made together is real, and the website information will be for recreational teams.

RESCHEDULE REQUEST TEMPLATE

Below is the template to use to request reschedules of your games.

Please note the highlighted portions below are examples. You can use the unhighlighted portion to copy and paste into an email. Please fill out with your own team's information when sending your reschedule request.

Game #: 757759
Your Team Name: Gitchi Gummi – GU15C1
Opponent: North Oaks U15C1
Game Date Originally Proposed: Wednesday, May 1st

Dates Requested for Reschedule (Must have at least three options):

- 1) Thursday, May 2nd
- 2) Monday, May 6th
- 3) Saturday, May 11th

Other Notes (Any other information that will help the reschedule process):

5pm game, if possible,

Your Contact Info:

Name: Morgan MacLean
Position on Team (Coach, Manager, etc.) Coach
Email: morgan@arrowheadsoccer.com
Phone: (218) 624-1713

(Blank if you would prefer to copy/paste into an email)

Game #:
Your Team Name:
Opponent:
Game Date Originally Proposed:
Dates Requested for Reschedule (Must have at least three options):
1)
2)
3)

Other Notes (Any other information that will help the reschedule process):

Your Contact Info:
Name:
Position on Team (Coach, Manager, etc.)
Email:
Phone: