



Referee Guide: *NSC Champions League (NSCCL)*

Referee Contact:

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Referees aged 17 or younger must copy a parent or other adult on all emails to the Referee Assignor

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Overview & Resources

This guidebook is an overview for NSCCL Referees for the administrative side of being a referee. From requesting games, to reporting scores.

Most of the important points can also be found in our NSCCL Referee section on the website. Click the image below to go directly there. You can use that page on the website as a 'home page' for managing your season as a referee and should be able to find anything you need via that page.

The screenshot shows a website page titled "NSCCL Referees". It features a grid of navigation links, each with a "Click Here" button. The links are: "Become A Referee", "Game Request Form", "Zero Tolerance", "Report Scores", "NSCCL Ref Guide Book", "Payment Information", and "Login To GotSport". Below the grid is a section titled "Latest NSCCL Referee Information" with the following text: "Spring 2022 Season Games begin weekend of April 9 and 10" and "Spring 2022 NSCCL Referee Registration Open (new and returning refs must register)".

Or go to www.needhamsoccer.com > Referees > NSCCL Referees



Payment Info

GotSport ('GotPay')

As of the Spring 2025 season, NSC will pay referees directly from the GotSport to your bank account of choice, using the "GotPay" function.

You will receive further information ahead of the season on setting up your account/filling out information in order to receive payment via this method.

This should be a one time process, unless you wish to change your banking information and direct payment elsewhere in future



Referee Weekly Checklist

Monday – Thursday 9am Each Week

- Review your own schedule for the upcoming weekend for availability to referee
- Submit the game request form

Thursday Each Week

- Check your emails and GotSport account for assignments for the coming weekend
- **You must accept the game in GotSport by Thursday 10pm – Any game not accepted MAY be reassigned.**
- Notify admin@needhamsoccer.com as soon as possible if you are unable to accept a game.

Saturday / Sunday Each Week

- Double check your assignments – time & location
- In case of bad weather, check NSC latest Field Status
- Arrive 15 minutes before kick off
- REFEREE THE GAME!
- Report scores



Requesting Assignments

Each week during the season, you will need to let the ref assignor know your availability and which times you are able to referee and would like to be considered for.

[Click Here To Access The Game Request Form](#)

Or via the needhamsoccer.com NSCCL Referees section

NSCCL Referee Game Request Form

Check any time slot where you are available to be considered to referee. All games are 2 halves of 30 minutes with a 5 minute half time. Times listed are Kick Off times and referees should always arrive 15 minutes early.

Where times overlap, check both if you can do either game.

needhamsoccermb@gmail.com (not shared) [Switch account](#) [Draft restored](#)

*** Required**

Referee Name (first & last) *

Your answer _____

Referee Current School Grade *

Your answer _____

Week Number / Game Dates *

Choose ▾

SATURDAY Availability

What is the maximum number of games you can ref on SATURDAY? (enter 0 if you are not available Saturday, enter a high number if you want as many as possible) *

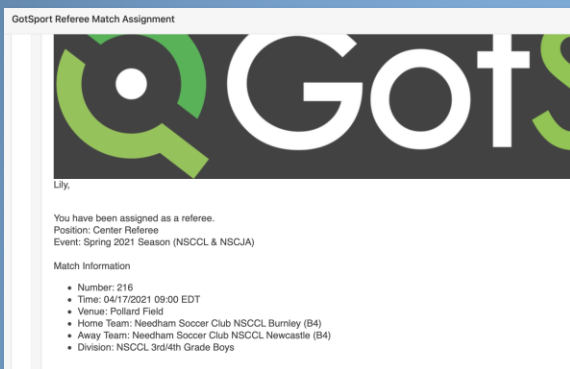
Submit by
Thursday 9am
each week

TIP: Be as flexible as possible with your times being submitted. If you only submit 1 time it will likely be harder for the assignor to give you a game than if you give multiple options



Accepting Game Assignments

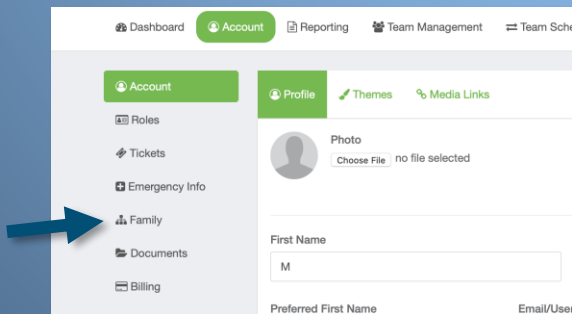
1. You should receive an email similar to below for each individual game you are assigned. The email will include game information such as day/time, field, and teams.



VERY IMPORTANT
You then need to accept the assignment in your GotSport Account by 10pm Thursday
Games not accepted, MAY be reassigned

2. Login at <https://system.gotsport.com> or [CLICK HERE TO LOGIN](#)

Login: this is the account with which you were signed up as a referee. In most cases this will be your parent account with you as a 'profile' on their account.



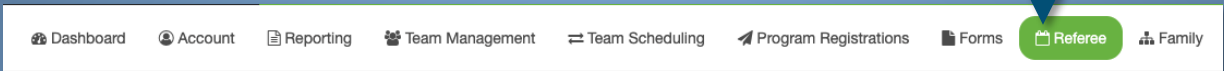
If you are on your parent's account you first need to navigate to your profile
Hit the "Family" link and select your profile on the next screen.

Best Practice: Even if you don't receive an email as above, login to double check for any assignments in case your spam filters blocked the email



Accepting Game Assignments

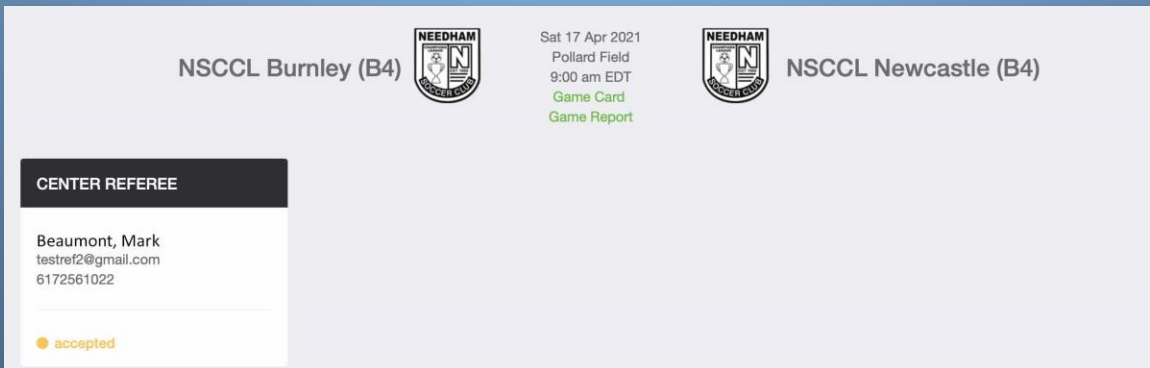
3. Once on your profile, select "Referee" in the top menu bar



4. Scroll to see your assigned games. For each game select "assign".

Number	Division	Time	Venue	Home Team	Away Team	Your Position	Referees
216	NSCCL 3rd/4th Grade Boys	04/17/2021 09:00	Pollard Field Pollard #1	Needham Soccer Club NSCCL Burnley (B4)	Needham Soccer Club NSCCL Newcastle (B4)	Center Referee	Assign

5. Hit "Accept" - The status will change to "Accepted"



Repeat Steps 4 & 5 For Each Game You Were Assigned



Accepting Game Assignments

Rejecting A Game

- If your availability has changed and you are unable to accept the assigned game, click the "Decline" button instead.
- If you have previously accepted a game, and something changes you must email the ref assignor – admin@needhamsoccer.com
- Last minute withdrawals after you have previously indicated availability are frowned upon and can leave games uncovered, or even means other referees that could have had the game miss out. If your plans or schedule changes, please notify the ref assignor with as much notice as possible. Late withdrawals may impact your game assignments in future.

If you reject a game, or you become unavailable after accepting you **MUST** send an email to admin@needhamsoccer.com with as much notice as possible



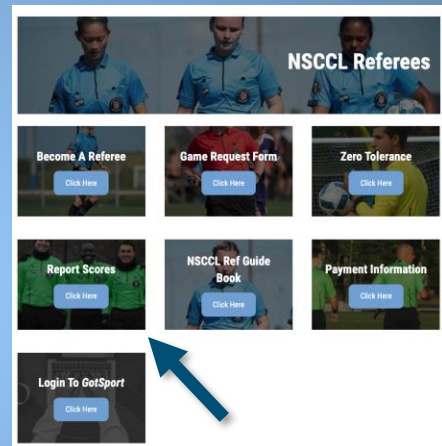
Post-Game Score Reports

Part of your job as referee is to report the score of the game to the league.

If you do not report the score, the game remains “incomplete” on the system, and you cannot be paid!

To Report The Score:

1. The score reporting link can be found on the NSCCL Referee section @ needhamsoccer.com or click the image to the right to go directly there.



ENTER PIN

Submit

3. Input the 'Event Pin'

Event Pin: Current Year
(e.g. 2022)

Scores must be reported by Sunday night each week. Failure to report scores may impact game assignments in future!

TIP: Bookmark the current season's score reporting link on your cell phone's home screen so you can access immediately at the end of your game.



Post-Game Score Reports

4. Enter the 'Match Number' to bring up the game details (double check that it is the correct game/teams. The match number will be included in your GotSport account / assignment email.

The screenshot shows the GotSport interface for the Fall 2020 Season (NSCCL & NSCJA). The search bar contains the match number '338'. Below the search bar, there are dropdown menus for Gender, Age Group, and Division. A 'Search' button is visible. Below the search results, the match details for 'Girls U10 - NSCCL 3rd/4th Grade Girls' are shown. The match is identified as 'Match #338 09/20/20 13:00 EDT' at 'Defazio Park'. The table lists two teams: 'Needham Soccer Club NSCCL Argentina (G4) (A)' and 'Needham Soccer Club NSCCL Chile (G4) (H)'. For each team, there are buttons for 'Yellow', 'Red', 'Injury', and 'Other'. A 'Save' button is located at the bottom right of the table. A blue arrow points to the 'Match Number' input field, and another blue arrow points to the 'Save' button.

5. Enter the score for each team and hit Save.

That's it! Your game assignment is complete. Repeat for each individual game you referee.

Scores must be reported by Sunday night each week. Failure to report scores may impact game assignments in future!

TIP: Bookmark the current season's score reporting link on your cell phone's home screen so you can access immediately at the end of your game.



NSCCL Rules

Our NSCCL program follows the BAYS league game rules.

[Click Here For BAYS Rule Book In Full](#)

Rules of Note To Be Aware Of For All Games:

- All games 2 halves of 30 minutes, 5 minute half time
- Substitutions can be made on any stoppage for either team
- Shin guards must be worn by all players at all times
- No deliberate heading – indirect free kick

7v7 (3rd / 4th Grade) Games

- No offsides
- Goalkeepers may NOT punt the ball over half. If the balls travels over the halfway line without bouncing, an indirect free kick is awarded on the halfway line.
- When the ball go out of bounds for a goal kick, opponents must retreat to their own half until the kick is taken. This applies only when the ball has gone out of play, not from the goalkeepers hands.

9v9 (5th / 6th Grade) Games

- Offsides in effect
- Above 7v7 specific modifications do NOT apply to 9v9



Zero Tolerance Reporting

Please Report Any Incidents!

While refereeing can be a great and rewarding experience, unfortunately on occasions incidents can occur where players, coaches or spectators get caught up in the moment, vent frustrations or disagree with a decision you make on the field and let you know about it!

Needham Soccer Club operate a strict *Zero Tolerance Policy* for coaches and spectators, while players may only ask questions or respectfully address the referee during the game.

What is Zero Tolerance?

In short, coaches and spectators are not permitted to debate, appeal, complain, argue or otherwise question the referees authority and any decisions you make or do not make in the game. The laws of the game are applied based on the viewpoint and opinion of the referee only, and coaches/spectators in our programs are expected to allow the referee to do their job.

The only interactions coaches should have with the referee is to greet you at the start, thank you at the end. They may ask you questions or clarify certain things ahead of the game.

Spectators are also expected to leave referees to call the game as they see fit.

For a full explanation of what is/is not allowed [CLICK HERE](#)

How To Deal With Violations

In The Moment

- Try to remain calm and in control of the game. Continue to make decisions confidently and assertively and try not to let any outside influence impact your decisions.
- If you feel comfortable doing so, remind coaches about Zero Tolerance. All coaches should be aware of the rules, so "Coach, Zero Tolerance" should be enough to remind them.
- If spectators are causing an issue, the coaches are also responsible. Feel free to address with coaches if you feel comfortable doing so.

After The Game - Please Report Incidents

In order to hold our coaches and spectators accountable please use the form on the link below to report any incidents at your games. We can only address issues if we are aware, so please be sure to submit the form if you feel that any coaches/spectators have violated this policy.

[Click Here For NSCCL Zero Tolerance Report Form](#)



Bad Weather

Always Check Latest Field Status At www.needhamsoccer.com for latest field status.

If the field on which your game is going to be closed at game time, your game is cancelled.

[Click Here For Field Status](#)

TIP: Field Status can change throughout the day. So be sure to check back closer to kick off time for latest Status.

If your field is open, but your field has standing water or puddling on the field, then as referees you should work with the coaches to cancel the game and let the ref assignor know it was cancelled.

Sign Up For Field Alerts

You can also sign up to receive automated alerts for Field Status. Instructions to sign up can be found on the Field Status page linked above.



Additional Referee Events

Fall – NSCCL Jamboree

During the Fall season, in addition to regular season games, we also host the annual NSCCL Jamboree.

Each NSCCL team participates and player 2 shortened games (half of a regular game), with all games played on the turf at Defazio throughout the day and under the lights in the evening. Each game has a paid referee, paid at 50% of the normal rate, but often with opportunity to pick up multiple games

Spring – NSCCL Playoffs

End of season playoff tournament for all NSCCL games, in a knockout single elimination format. All games must be decided on the day with no replays, so some games finish with a shootout if tied!

Spring – NSCJA 7v7 2nd Grade Jamboree

Our 1st and 2nd Grade Junior Academy (NSCJA) program involves 4v4 games with no referees. However in the Spring we host a 7v7 jamboree for 2nd grade teams to get a taste of 7v7 action, and referees are used for each game.

More information will be provided to referees ahead of each of these events.



Moving To BAYS Travel Refereeing

Refereeing in our 'in-town' NSCCL program can be just the first step for you as a paid referee!

Referees age 14 or older are eligible to take official certification via MassRef (the State referee association), meaning once certified you can referee BAYS Travel league games. We are always looking to grow our ref pool, so encourage interested refs to consider getting their certification

Why Move Into BAYS Travel Refereeing?

- Official certification – take the next step in your referee career!
- Gain more experience as a referee with higher level games
- All game assignments still here in Needham
- Experience different types of refereeing (Center Ref and Assistant Ref positions available for 7v7, 9v9 and 11v11)
- EARN MORE MONEY!!! - BAYS games are paid at a higher rate of pay per game, increasing as you take on bigger sides games.
- Get more game assignments! – our ref pool for BAYS Travel games is smaller, and therefore you can nearly always get multiple games in weekend throughout the season.

[Click Here To Learn More About MassRef Certification](#)

[Click Here For Latest MassRef Course Schedule](#)

For any questions about refereeing contact the club referee assignor on admin@needhamsoccer.com

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