

**Essex County Youth Soccer Association**  
**Procedure to Request an ADA Waiver**  
**Amended effective September 25, 2013**

Players who meet the outlined procedures for complying with an ADA Waiver request will be considered to play at a lower age level. In enacting the Americans with Disabilities Act of 1990 (ADA), Congress intended that the Act "provide a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities". The Essex County Youth Soccer Association (ECYSA) will use the procedures outlined in this document to ensure compliance.

**Americans with Disabilities Act (ADA) Waiver**

- A. Each Member Organization is responsible to decide and should have review procedures in place to determine if an ADA request has merit and should be forwarded to ECYSA for consideration.
- B. All requests for an accommodation under the ADA must be submitted in writing (via email is permissible) by the Member Organization's Travel Director on behalf of the player to the Member Organization's designated ECYSA Vice-President. The Member Organization's President must be included in the communication.
- C. A request submitted to ECYSA by a parent or legal guardian will be acknowledged and then forwarded to the player's Member Organization, which shall contact the player's parents or legal guardian to review the request. If the Member Organization does not take action within 30 days, the player's parent(s) or legal guardian may submit the waiver request to the designated ECYSA Vice-President directly.
- D. All waiver requests to play pursuant to the ADA must include the following information:
  - I. A statement by a Medical Professional describing the nature of the disability—physical, mental, or developmental—and specific limitations that qualifies for accommodation under the ADA. The Medical Professional must provide their credentials (e.g. license number, certification, etc.) and contact information.
  - II. A statement of the accommodation requested by the parent(s) or legal guardian on behalf of the soccer player.
  - III. A summary of the actions taken by the Member Organization to accommodate the player, along with an explanation of why those accommodations have been deemed unsatisfactory by the organization or the player's parent(s) or legal guardian, or why the attempted accommodation requires ECYSA action.
  - IV. A recommendation from the Member Organization as to the specific accommodation that ECYSA should provide. This provision does not apply when a parent/guardian is submitting the waiver request pursuant to section C.

- E. ECYSA's designated Vice-President shall review the waiver request for completeness. If it is complete, they shall certify it as such and forward it to the other ECYSA Vice-President for evaluation and resolution
- F. If ECYSA's Vice-President determines that a request is incomplete, they shall return it to the submitter (Travel Director or Parent/Guardian/Player) to be amended or revised as necessary for resubmission.
- G. The ECYSA Vice-Presidents will evaluate requests certified by the designated Vice President. The Vice-Presidents have the authority to seek further information from the player's family, Member Organization, the Medical Professional(s) who provided statement(s) and other credentialed experts to help evaluate the request. The Vice-Presidents shall consider whether it seems more likely than not that the request bears a logical relationship to the disability, that it does not fundamentally alter the nature of the program being offered by ECYSA, and that it does not present any undue risk of harm to any participant. The Massachusetts Youth Soccer Leagues Committee must also approve any request involving an MTOC eligible team.
- H. The ECYSA Vice-President will communicate the decision to the submitter.
- I. If the player is granted a waiver, the coach of the team on which the player participates shall have a copy of the waiver available at all games and produce such copy upon request from the referee.
- J. If the player is not granted a waiver, the submitter may appeal the decision to the ECYSA Board of Directors of which the President will form an appeals committee.
- K. The ECYSA President will communicate the ECYSA Board's decision to the submitter. If the waiver request is granted, the provisions of section I apply. If the waiver request is denied, the submitter may appeal the Board's decision to The Massachusetts Youth Soccer Association.

Questions regarding the waiver request should be directed to the Member Organization's Regional Vice-President.