**Time keeping guidelines 2013 - girls**

Be at the field 25 minutes before the start of the game.

1. Check to make sure the clocks work and there are extra batteries for clocks. Get out the air horn, pump it up and test it. Pump up the horn between periods.

2. Time format - Make sure you know the time format for the game. See rules card for

* [**Girls U15A, U15B, 13A & 13B**](http://files.leagueathletics.com/Text/Documents/6490/39659.pdf)

Time counts down to 0.

Overtime – Regular seasonal games do not have overtime periods. Check with the officials for OT rules for post season games.

2. Starting and stopping the game clock

The game clock starts and stops on the umpire’s whistle if the game is in stop clock mode.

The game clock starts on the umpire’s whistle and continues to run if the game is in run clock mode.

The game clock stops for time outs (team and official - crossed arms overhead).

Officials will keep time on time outs (2 minutes in total).

Timekeepers provide the ***game time*** to the scorekeeper for each goal scored, penalty cards issued and time outs called. The game time for penalties is the time on the game clock at the time the official starts play after the player has left the field.

3. Penalty management -

Penalties for yellow and red cards are two minutes long

If the game is in stop clock mode, penalty times stop/start on the whistle

If the game is in running clock mode, the penalty starts on the next whistle and runs with the game clock until done. Penalties under a run clock stop if there is a team timeout or an official’s timeout.

Players with a penalty are to come off the field and can stand with their team.

The time keeper should inform the coach when there’s 10 seconds left in the penalty and when the penalty has expired.

4. Informing officials and coaches about time

Inform the nearest official, in a loud voice, when 2 minutes remain in a period.

Count down **OUT LOUD** the last 10 seconds from 10 to 0 for end of each period.

Sound the horn at the end of each period.

Half time is 5 minutes.

Provide time remaining if asked by coaches or referees.

**Horn**

Blow the horn at the end of regulation periods.

**Table decorum**

Table personnel are neutral. No comments to players, either coach or officials regarding play. If there is an issue with a coach or player, ask the officials to intervene.