

Scorekeeping/Timekeeping Information

Game Officials

Home Team – Scorekeeper, Timekeeper & Spotter
Opponent – Scorekeeper & Spotter
Field Referees (2)

Home Team Requirements

Scorebook
Timing Device
Table
Working Horn
Personnel to score and time

Accountabilities

You are part of the Officials' team while at the table.
Remain neutral
Cheer silently
Do your best – ask for help; confer with others at the table if necessary

Time

Length of quarters in a game
10 minutes for Freshman
10 minutes for JV

Time between quarters is 2 minutes
Time outs are 2 minutes
Half time is 10 minutes

Timekeeper

Arrive 20 minutes before the game, check clock is working, familiarize yourself with operations
Start and stop the clock at the official's whistle.
Notify officials prior to the end of periods (2 minutes, 30 sec)
(Officials will indicate the amount of time prior to the end of a period in which they would like to be notified.)
Provide a countdown from 10 seconds at the end of the periods to the referee.
Track time during halftime and alert coaches and officials 4 minutes prior to halftime ending.
Responsible for the horn.

Penalties

Set the penalty clock based on infraction and time specified by the official
Calculate release time.
Clock starts and stops with the official's whistle
Provide player and coach with an audible countdown from 10 seconds to the release of the penalized players.
If multiple players are out for a penalty, be clear who is being released.
Reset the penalty clock.

Penalty times – the referee will identify the amount of time to be served
Personal fouls – 1-3 minutes depending on infraction
Technical fouls – 30 seconds

Penalty types –
Releasable – penalty time is over when a goal is scored
Nonreleasable – full penalty time is served regardless of goal or period ending.

Penalized players must remain in the substitution box on a knee while serving the penalty and may not obstruct the view of score and time keepers

Scorekeeper

Arrive 20 minutes before the game
Enter roster in the score book
Enter opposing team name, coach's name, officials' names
 Date and time
 Your name
Enter opposing team's roster and share your roster with opposing scorer.

During the game:

Record goals and assists via player # - verify with referee at end of each quarter
Record # of time-outs taken by both teams (2 per team per half)
Record penalties – time, duration, infraction type, and player number. (Notify official if a player accumulates more than 5 minutes of personal fouls as this player will foul out)
Record all statistics called by spotter
Tally stats by quarter
Be friendly with opponent's scorer, sharing information.
Cheer silently

Spotter

Assist scorekeeper with information to record.
Call player numbers (not names) and action to be recorded
 (ie. 10 shot on goal, 10 goal, goalie save)

JV/Varsity Home Game Coordinators

Pregame

Arrive 30 minutes prior to game time
Set up tables, 3 chairs on far side of field
Locate a trash can or place trash bags in the area
Have players place cones and goals

Post-game

Return tables, chairs, etc.
Have players stow goals
Make sure the field is clear of trash