



Northern California Junior Lacrosse Association

# Girls Pre-Game Protocol 2012

**Have this card available for review at every NCJLA game**

Game Schedulers work long and hard to make sure the schedule is accurate. Nevertheless, on occasion there are errors and/or changes. As such, it is league policy for teams to contact each other and the game officials to verify dates, times and locations. We consider this a courtesy that should be afforded each other in order to avoid problems. A club may appoint someone other than the head coach or team manager to attend to these matters. **Communication by phone or e-mail should be confirmed and messages not assumed received.**

## **Pre-Game Confirmation, “Host” Team:**

1. Two days before each game, the “host” coach or team manager is responsible to contact the visiting head coach(es) and team manager(s) to confirm game date, time, location, and directions. Also, give each other a head’s up on weather related field conditions. All team contacts can be found at [ncjla.org](http://ncjla.org) under Team Contacts. Any actions requiring changes to the game schedule must be done via the *Girls’ Game Change Form* located under the “Administrators” tab on the [ncjla.org](http://ncjla.org) home page.
2. Two days before each game, a single administrator from the host team should establish direct contact with game officials to confirm teams, date, time, location and directions. Look for assignments and officials contact information on [Arbiter Sports](#). If there are conflicts or unassigned games please contact our umpire assigners, Marcos Amezcua (North Bay/Sacramento) or Leni Rodgers (East/South Bay) at [assigner@ncwlua.org](mailto:assigner@ncwlua.org).

## **Game Day Responsibility of the “HOME” Team**

1. Provide the following:
  - a. Timekeeper
  - b. Score Sheets
  - c. Numbered pennies or change of jersey if both teams have same jersey color
  - d. 2 yellow game balls plus 3 balls on each end line (total of 8 balls).
2. Score Keepers and Time Keepers are responsible for keeping players behind lines and keeping the substitution area clear.
3. Score sheet to be filled in completely, correctly and clearly with player names, jersey numbers, scores, assists, penalty cards and teams, coaches, table personnel and sideline managers’ names and officials’ signatures. The yellow copy goes to the visiting team’s coach after the game.
4. Responsible to post scores on NJCLA website, [www.ncjla.org](http://www.ncjla.org) if winning team fails to do so.

## **Game Day Responsibility of “HOST” CLUB**

1. Assure that field is lined in accordance with Rule 1 of the US Lacrosse 2011-2012 Women’s Rules and that there are cones at each corner of the field.
2. Assure goals are in accordance with Rule 1 of the US Lacrosse 2011-2012 Women’s Rules.
3. A Field Marshall must be present at all times to monitor activities, provide information, keep games on time by notifying umpires and acquiring roster for each game from each team to give to the score table.
4. Provide the following:
  - a. Scorer’s table with 3-4 chairs (time keeper and score keeper from each club).
  - b. Game clock, separate time-out clock, and horn (unless prohibited by city ordinance).
  - c. A copy of the 2011-2012 US Lacrosse Women’s Rules, Girls’ US Lacrosse Youth Rules, and NCJLA rules adoptions at the scorer’s table.
  - d. A flip scorer or other visible means of score keeping, so that officials can clearly see the score from the field.
  - e. Keep at the scorer’s table a copy of directions to the nearest hospital and local police phone #.
  - f. Directions to the nearest bathrooms to be kept at the at scorer’s table.
  - g. Directions to the nearest hospital.
  - h. Water for game officials.

## **Game Day Responsibilities of EACH Playing Team:**

1. Provide a scorekeeper.
2. Provide Scorers with legible team rosters. Include for each player their name, jersey number and position.
3. Have a Sideline Manager for each game to encourage, maintain, and manage sportsmanlike behavior.
4. Assure fans and parents are the opposite side of field from teams wherever possible.
5. Assure no spectators are on the end lines.
6. The winning coach or team manager must post the score on the NCJLA website, [ncjla.org](http://ncjla.org) within 24 hours.

**ALL TEAMS MUST ARRIVE IN TIME TO WARM UP AND BE READY TO PLAY AT THE SCHEDULED TIME.**