



Boys Pre-Game Protocol 2012

Have this card available for review at every NCJLA game

It is NCJLA policy for teams to contact each other and the game officials to verify each game's date, time and location. It is required in order to ensure the team and the officials are on the same page, and to avoid any errors and/or communicate any changes. 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, "Home" Coach or Team Manager

1. All team contacts can be found at www.ncjla.org under Team Contacts. Any actions requiring changes to the game schedule must be done via the *Boys Game Change Form* located under the "Club Administrators" tab on the ncjla.org home page.
2. Two days before each game, the "home" coach or team manager is responsible to contact the visiting head coach (and the host team, if appropriate) to confirm game date, time, location, directions and color of uniform (in order to avoid duplication). Also, give each other a head's up on weather related field conditions.
3. Two days before each game, a single administrator from the home venue 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. Contact the 2012 NCJLA Assignor, Alex Snaider at snaidman@yahoo.com or 702-338-2171 if there are no referees assigned to your game

Game Day Responsibility of the "HOME" team

1. Provide a Score Keeper and Time Keeper.
2. Provide Score Sheets and hand yellow copy to visiting coach after the game.
3. Score Keepers and Time Keepers are responsible for keeping players behind lines and keeping the substitution area clear.
4. Score sheet to be filled in completely, correctly and clearly with player names, jersey numbers, scores, assists, penalties 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.
5. Place 4 balls on each end line and hand 2-3 new game balls to the referee.
6. Responsible to post scores on NCJLA website, www.ncjla.org if winning team fails to do so.

Game Day Responsibility of "HOST" CLUB

1. Assure fields are lined with seven (7) cones placed according to rules.
2. Assure goals are of one color and nets must be of one different color
3. Provide the following:
 - a. A scorer's table with 3-4 chairs.
 - b. Provide a game clock and at least two penalty time clocks.
 - c. Provide a flip scorer.
 - d. Provide a substitution horn (unless prohibited by city ordinance).
 - 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. Water for game officials.

Game Day Responsibility of "EACH" CLUB

1. Provide Scorer with legible team roster. Include for each player their name, jersey number and position.
2. Assign an identifiable Sideline Manager for each game to encourage, maintain and manage sportsmanlike behavior.
3. Assure fans are to be on the opposite side of field from teams wherever possible.
4. Assure no spectators are on the end lines.
5. The winning coach or team manager must post the score on the NCJLA website, www.ncjla.org within 24 hours.

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