



# GIRLS PRE-GAME PROTOCOL 2014

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

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. ***Communication by phone or e-mail should be confirmed and messages should not be 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](http://ArbiterSports.com). If there are conflicts or unassigned games please contact our umpire assignors, Marcos Amezcua (North Bay/Sacramento) or Leni Rodgers (East/South Bay) at [assignor@ncwlua.org](mailto:assignor@ncwlua.org).
3. If your game change or cancellation is due to a rainout or an unforeseen and imminent change of location please contact the officials assigned to the game AND the visiting team to alert them of the change or cancellation immediately and then complete the game change form. You must also notify the NCWLUA assignors at [assignor@NCWLUA.org](mailto:assignor@NCWLUA.org)

## **Game Day Responsibility of the "HOME" Team**

1. Provide the following:
  - a. Score Sheets
  - b. Numbered pennies or change of jersey if both teams have same jersey color
  - c. 2 yellow NOCSAE certified game balls plus 3 balls on each end line (total of 8 balls). Umpires will not start the game and will cancel a game in progress if balls are not NOCSAE certified. This will result in a forfeit awarded to the "HOME" team.
2. Scorekeepers and Timekeepers are responsible for keeping players behind lines and keeping the substitution area clear.
3. Score sheet to be filled in completely and correctly with scores, assists, and penalties, and required signatures. Yellow copy goes to the visiting coach after the game.
4. Responsible to post scores on NJCLA website, [www.ncjla.org](http://www.ncjla.org) within 48 hours.

## **Game Day Responsibility of "HOST" CLUB**

1. Assure that field is lined in accordance with Rule 1 of the US Lacrosse 2012-2013 Women's Rules and that there is a cones at each corner of the field.
2. Assure goals are in accordance with Rule 1 of the US Lacrosse 2012-2013 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 (Timekeeper and Scorekeeper from each club).
  - b. Game clock, separate time-out/penalty clock, and horn (unless prohibited by city ordinance).
  - c. A copy of the 2013-2014 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. A copy of directions to the nearest hospital and local police phone # at the scorer's table.
  - f. Directions to the nearest bathrooms at the scorer's table.
  - g. Directions to the nearest hospital at the scorer's table.
  - h. Water for game officials.

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

1. Provide a Scorekeeper and a Timekeeper.
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.
  - Sideline Manager will ensure fans and parents are the opposite side of field from teams wherever possible including photographers.
  - Sideline Manager will ensure no spectators are on the end lines.

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