

PACIFIC COAST FIELD LACROSSE LEAGUE

COACHES HANDBOOK

For use in Youth Field Lacrosse



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Revised August 15, 2011

Final Edition

Introduction

The purpose of this document is to aid Pacific Coast Field Lacrosse League (PCFLL) coaches in understanding their duties and responsibilities with respect to their League Commissioner.

Team Roster

Each coach or manager must submit his/her team roster to the League Commissioner prior to the start of season. The team roster must be in alphabetical order and contain each player's name and jersey number, if available. The coach or manager must submit to the League Commissioner any updates to their team roster as soon as possible.

Game Sheets

It is the responsibility of the home team to ensure that the game sheet is clearly and properly filled out prior to the start of each home game. Game sheets must be protected from the weather to ensure they are legible. Improper game sheets will be considered invalid for league results and player eligibility for the Provincial Championships.

The home team's scorekeeper is responsible for distributing the copies of the game sheet at the conclusion of a game. The winning team's representative is given the top 2 copies of the game sheet (white and yellow). The losing team's representative is given the bottom copy of the game sheet (pink). In the event of a tie, the home team's representative is given the top 2 copies of the game sheet.

The winning team's coach or manager is responsible for submitting the original game sheet (top white copy) to the League Commissioner. A copy of the game sheet must be faxed to the League Commissioner within 24 hours after the conclusion of the respective game. The original game sheet must be mailed to and received by the League Commissioner within 5 days of the conclusion of the respective game. In the event of a tie, the home team's coach or manager is responsible for submitting the original game sheet.

The League Commissioner's contact information is located at the bottom of the distributed Team Information sheet.

Failure to submit the original game sheet to the League Commissioner on time will result in the forfeit of any points awarded to teams for the respective game.

Each game sheet must contain the following information:

1. The division, game number, date, location and indicate the type of game
2. Indicate the level of the teams involved in the Division field (e.g. Tier I = A, Tier II = B)
3. Print the home and visiting **association names**... do not use team names (example: Richmond, New West 1)
4. Fill in the player roster:
 - **list only players present at the start of the game in alphabetical order**
 - list any suspended player(s) and/or coaches in the middle of the game sheet
 - add any missing player(s) as soon as they arrive at the game
5. Print all bench personnel in attendance
 - the name of the head coach
6. The scorekeeper and timekeeper(s) must print their names on the game sheet
7. The scorekeeper must enter the correct scoring information
8. The scorekeeper must enter the correct penalty information
9. The scorekeeper must enter the game summary information at the conclusion of the game
10. Game officials (referees) must verify the game information and sign the game sheet

11. The scorekeeper must distribute the copies of the game sheet to the appropriate team personnel:
- winning team gets the top 2 copies (white and yellow)
 - losing team gets the bottom copy (pink)
 - for tie games the home team is responsible for the top 2 copies

Game Length

Games will consist of the following –may vary in each division as follows with stop time in the last 3 minutes of the last quarter if the game is within 5 goals and should field time permit.

- a) Tyke (Under 8) games - two 20 minute halves
- b) Novice (Under 10) games - 12 minute quarters (min.) or as time and field conditions permit.
- c) Peewee (Under 12) games - 15 minute quarters (min.) or as time and field conditions permit.
- d) Bantam (Under 14) games - 15 minute quarters (min.) or as time and field conditions permit.
- e) Midget (Under 16) games - 15 minute quarters (min.) or as time and field conditions permit.
- f) Junior (Under 19) games - 18 minute quarters (minimum) or as time and field conditions permit.

Regular scheduled games will start no later than 15 minutes after scheduled game time, when the field is available for play. If a team does not field the minimum (10) players, the game will be deemed a forfeit. Time may be allotted due to extenuating circumstances and if this is agreed upon by both coaches.

League Season

The PCFLL season is divided into three (3) schedules. The first session or tiering schedule runs from September 17th, 2011 to October 23rd, 2011 inclusive. All tiering games must be completed by October 23rd, 2011. Tiering games cannot be rescheduled for after October 23rd, 2011. All tiering games count towards league standings.

A one (1) week break will occur from (Thanksgiving) October 3rd to October 14th, 2011 inclusive. Team(s) may be reassigned to a different tier based on their performance during the tiering schedule.

The second session or fall league schedule runs from October 29th, 2011 to tentatively December 11th, 2011 inclusive. All fall league games must be completed by December 11th, 2011. Team(s) may be reassigned to a different tier based on their performance during the fall league schedule prior to the start of the winter league schedule.

The third session or winter league schedule runs from approximately January 7th, 2012 to approximately February 12th, 2012 inclusive. All winter league games must be completed by February 12th 2012. League playoffs will begin February (TBA) if required.

League Points

Points will be awarded during league games played as follows:

- 2 points - win
- 1 point - tie
- 0 points - loss

All tiering games are considered league games and any points will be awarded and included in the regular league standings.

Referee

Each team is responsible for providing the fee payment for one (1) referee every game. The home team is not responsible for providing the fee payment for both referees as is required in box lacrosse. **The referees must be paid prior to the start of each game.**

Referee Fees

Tyke U8	\$20.00
Novice U10	\$20.00
Pewee U12	\$25.00
Bantam U14	\$25.00
Midget U16	\$30.00
Junior U19	\$35.00

Any abuse, verbal or otherwise, directed towards game officials by coaches, players and spectators will not be tolerated by the Pacific Coast Field Lacrosse League. Abuse of any kind by game officials towards players, coaches and spectators will also not be tolerated by the Pacific Coast Field Lacrosse League.

Defaulted or Rescheduled Games

A defaulted game occurs under one of the following situations:

1. A team fails to appear at the appointed time and place for a game.
2. A team appears at the appointed time and place for a game but does not have the required number of players to start the game. – a coach and a player showing up doesn't constitute intent.
3. A team, for any reason, fails to finish the game.

In the event of a defaulted game, the non-offending team shall be awarded a goal and shall be awarded 2 points in league standings. **The offending team shall be fined \$100.00 and the non-offending team shall be awarded costs associated with the game (i.e. referee fees, field costs) when a team defaults a game by failing to appear for the scheduled game.**

Games forfeited within the 96 hours - fine is \$100.00. Games forfeited within 24 hours of game - fine is \$200.00.

The League Commissioner will be notified of the situation as soon as possible and will report the incident to the Pacific Coast Field Lacrosse League Executive for further action.

Any club(s) who does not pay any outstanding fine and costs from a defaulted game prior to the completion of the current league schedule will be considered in bad standing and none of their teams will be allowed to represent the PCFLL in the Provincial Championships.

Any team wishing to reschedule a game must contact their opponent and League Commissioner within 96 hours prior to the scheduled game time. A team is not obligated to accept a request to reschedule a game. This does not include extraordinary factors such as field closures due to bad weather.

Games to be rescheduled must be confirmed within 2 weeks of the original scheduled date. If no agreeable date is available, then both teams must supply a date and time to their League Commissioner within 2 weeks of the original scheduled date. The League Commissioner will reschedule the game based on the date and times submitted. League Commissioners have the authority to assign points or not, if teams do not meet the guidelines by working together to reschedule their games.

All rescheduled games must be completed prior to the end of the appropriate league schedule.

The League Commissioner does attend games whenever possible so they need to be updated on all rescheduled games.

The Pacific Coast Field Lacrosse League does not permit the cancellation of any game. Each team must make every effort to field a proper team, which includes all available call up players, for every league game.

Suspension Information

The head coach is responsible for reading the Field Disciplinary Rules provided by either their home association or their League Commissioner to know which expulsion penalties are associated with an automatic suspension.

The head coach is responsible for knowing when his/her players and/or coaches have received an expulsion penalty associated with an automatic suspension. The head coach must immediately enforce any suspension received by a player and/or coach for the required number of games. The head coach will not wait to "hear" from their League Commissioner informing him/her of a suspension to a player and/or coach. A head coach should contact their League Commissioner if they are uncertain how to apply the suspensions in the Field Disciplinary Rules.

The League Commissioner may not contact a coach to inform him/her that a player and/or coach on their team have received a suspension. The League Commissioner shall inform the club President that one of his/her team's player and/or coach has received a suspension. It is the responsibility of the President to inform his/her coach of the suspension.

A player and/or coach's suspension can only be served during any regular league, tournament, playdown or provincial championship game. A suspension cannot be served during an exhibition game or while playing/coaching a regular league, tournament, playdown or provincial championship game for another team. A player cannot play until the suspension is served with his/her own team.

Suspensions are cumulative throughout the entire career of a player in the BCLA Field Directorate and not restricted for one season. Any second offence requires the player to appear before the Field Directorate at the first meeting after the offence has taken place.

A head coach should use the following procedure when dealing with an automatic suspension:

1. Determine if a player and/or coach has received an expulsion penalty that requires an automatic suspension
2. Contact his/her League Commissioner as soon as possible and inform him/her of the penalty and confirm the length of the suspension
3. Include the suspended player's or coach's name on all game sheets that they are suspended for
 - Indicate the suspension next to the player's or coach's name on the game sheet
 - e.g. Joe Smith Suspended 1 of 3

Rule #14 - Field Directorate Disciplinary Rules states...

Any team that plays an ineligible player will lose any points earned from the games in which the ineligible player played. The Coach will be suspended for two (2) games for the first offense and for the second offense, an automatic referral to the British Columbia Lacrosse Coaches Association for appropriate disciplinary action.

Player Call-Up Information

As long as a player fulfills his/her commitment to his/her registered team first, a player can play up an unlimited number of games for a team in a higher division than which he/she is registered with, provided his/her coach has given permission. This is subject to the following situations:

- a) A player may play up one age division to their existing tier calibre or higher
 - Example: Tier 1 to Tier 1 only, Tier 2 to Tier 1 or Tier 2,
 - Players may play up any tier calibre within their age division to a **maximum of 3** regular season games, only.
 - Example: Tier 2 to Tier 1,
- b) No player may play from a higher calibre tier to a lower calibre tier
 - Example: Tier 1 U14 to Tier 2 U14, Tier 1 U14 to Tier 2 U16

Call-up players limited to maximum 5 per game; or that number may be increased with the approval of the commissioner.

Call-up players need to fulfill their own team obligations for the season 50% to qualify for playing for another team at provincials, as well as the 3 game call up.

Personal Equipment

No jewellery, no player shall wear items of jewellery. All piercings must be removed. The onus is on the coaches and/or managers of the player's team to ensure that the player is not wearing jewellery.

Officials on the field have the discretion of stopping play to send the player off the field to take the jewellery off. Players who have been sent off, but return with the jewellery still on, shall be assessed an unsportsmanlike conduct penalty.

All players participating in sanctioned regular season, exhibition, tournaments or provincial play shall be required to wear mouth guards. The mouth guard must be properly worn when on the field of play. The infraction for not having the mouth guard properly worn in the above noted situation shall be a personal foul.

Provincial Championships Information

Teams wishing to qualify for the Provincial Field Championships must contact their association/club President regarding the submission of a Provincial Team Declaration form and fee. The British Columbia Lacrosse Association (BCLA) office must receive a team's Provincial Team Declaration form and \$\$ declaration fee by (date TBA). No exceptions will be made by the BCLA for receiving the declaration form and fee after the specified deadline. The Provincial Team Declaration form is now available on the BCLA website (<http://bcla.centraldesktop.com/bcla/doc/1928210/w-Formsfield>).

Teams will be informed at a later date as to the PCFLL Provincial Field Championships qualifying procedures. Only teams who have submitted their team's Provincial Team Declaration form into the BCLA will be eligible for the PCFLL Provincial Field Championships qualifying procedures.

To be eligible to participate in the Provincial Championships, a player must play a minimum of 50% of his/her registered team's scheduled league games (tournament games do not count). Any player who has played a minimum of three (3) games for a higher division or calibre team is eligible to play for that team in a Provincial Championship. A player can only participate in one (1) Provincial Championship in a season and must play for the team they are registered with first.

2012 Provincial Championships locations/dates:

Tier I	TBA
Tier II	TBA

Field Locations

Club	Field	Address
Adanacs	Fridge Field (Town Centre Park)	Pipeline Road @ Gabriola Drive, Coquitlam
Adanacs	Ioco Road (Turf)	300 Ioco Road, Port Moody
Burnaby Devils	Burnaby Lake West (Turf)	Kensington Avenue @ Joe Sakic Way, Burnaby
Delta Footmen	Holly Park (Turf)	4675 62 Street, Ladner
Delta Footmen	Mackie Park (Turf)	10855 80 Avenue, North Delta
Langley Thunder	Willoughby Community Park (Turf)	7755 202A Street, Langley
Mission Mud Dawgs	Mission Sports Park	8020 Oyama Street, Mission
New Westminster Warlocks	Mercer Stadium (Turf)	835 8 th Street, New Westminster
North Shore	Ambleside Park (Turf)	Marine Drive @ 11 th Street, West Vancouver
Port Coquitlam Saints	Gates Park (Turf)	Reeve Street @ Wilson Avenue, Port Coquitlam
Richmond Roadrunners	Minoru Park (Turf)	Granville Avenue @ Minoru Blvd., Richmond
Ridge Meadows Burrards	Thomas Haney Youth Action Park	11600 Lougheed Highway, Maple Ridge
Ridge Meadows Burrards	Westview Secondary School (Turf)	20905 Wicklund Avenue, Maple Ridge
South Fraser Warriors	Newton Athletic Park (Turf)	7395 128 Street, Surrey
South Fraser Warriors	Tamanawis Park (Turf)	12601 64 Avenue, Surrey
South Fraser Warriors	Port Kells Park	19340 88 Avenue, Surrey
Valley Attack	W.J. Mouat Secondary School (Turf)	32355 Mouat Drive, Abbotsford
Vancouver Barbarians	Vancouver Technical Secondary School (Turf)	2600 Block (E11th Avenue) Slocan Street, Vancouver

Contact Information

Please do not alter this document from its current form without contacting the author.

This document is a work in progress, if you would like to make any suggestions or additions to this document please send your comments to:

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