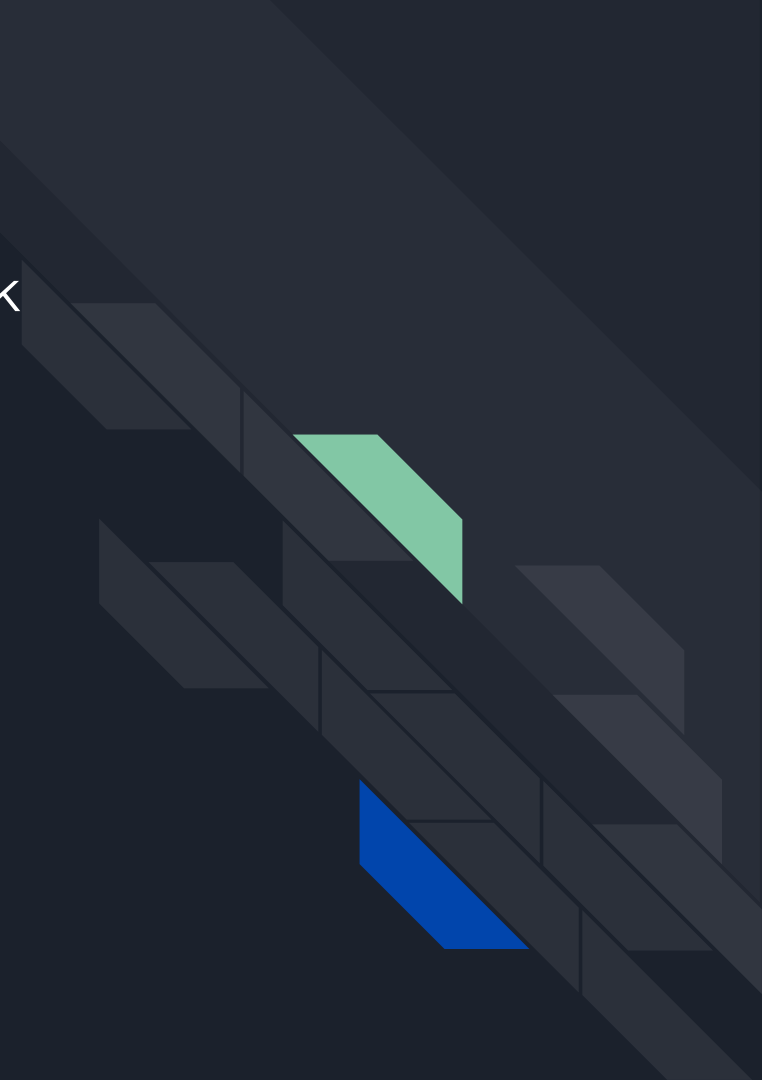


Axemen Lacrosse 2022 Managers Meeting

Thank you for volunteering!

Team Management Handbook

Your Season
Guide





Code Of Conduct

The Axemen Association has a tremendous respect for the game of lacrosse. As such, the Board of Directors is working to improve the experience for everyone in our community. The Code of Conduct is an initial expression of the expectations for all Axemen members.

**PLEASE REFER TO AXEMEN POLICY AND PROCEDURES for AXEMEN
CODES OF CONDUCT ON OUR WEBSITE**

Rule of Two

The Rule of Two states that there should be at least two adults and two children present at all times, in every situation, including:

- Closed doors meetings
- Watching tape with teams or athletes
- Travel
- Training environments (on the field, locker room etc)



24 Hour Rule

Parents/guardians should not confront a coach, team or league official to discuss any 'negative' game or practice situation with the coaching and Board of Directors until at least 24 hours has passed from the completion of the game or practice.





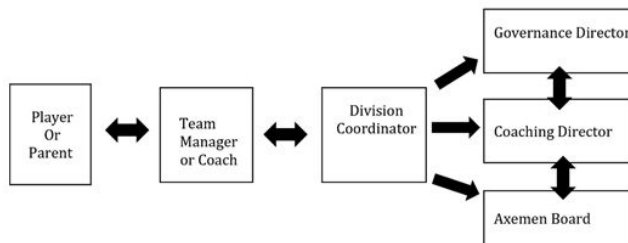
Communication Flowchart

All Team managers, Coaches and Parents should follow the process with any issues and encouraged to utilize this flowchart at any point throughout the season.

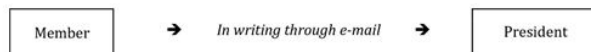
Respect in Sport - 24 Hour Rule

It is imperative that we RESPECT the game and the process. Understandably, there will be times when we may get frustrated or upset. Wait at least 24 hours before addressing your concerns to ensure you are using a level head.

General Communication / Issues



Issues Requiring Privacy or immediate safety concerns



The President will serve as a neutral party to help solve problems and resolve conflict, by facilitating conversation among those involved and jointly working towards a solution.



Age Group Contacts

16U	Marie-Eve McDonaugh	16U@axemenlacrosse.com
14U	Crystal Kleutsch	14U@axemenlacrosse.com
12U	Shawna Feradi	<u>12U@axemenlacrosse.com</u>
10U	Tiffany Schuchardt	10U@axemenlacrosse.com
8U	Tasha Leontowicz	8U@axemenlacrosse.com
6U	Dara Boa	6U@axemenlacrosse.com

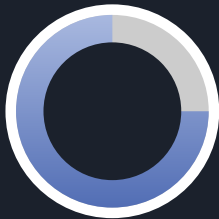


Organizing your Team

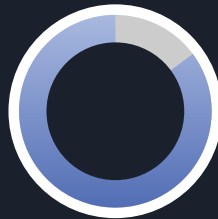
Introduce yourself to the team

Equipment pick up - Jerseys

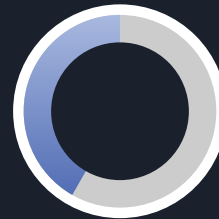
Plan a parent meeting



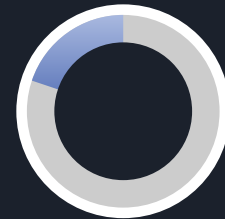
Coaching
Philosophy



Tournaments



Cash Call



Volunteer
Positions



Tournaments

Limited Tournaments this season

Tournament Listings can be found on the Axemen, CDLA and ALA website





Team Finances

Budget to Include

Tournament Fees

Officiating fees &
Floor times for
exhibition games

OPTIONAL Team
Apparel

Team Building
Events

Team Manager's
responsibility to oversee
team financials

Should you be having a
fundraiser involving a
50/50, raffle, silent
auction – we ask that
you obtain a gaming
license for the day of the
event

Communication

Goals for the team

Rules for the team

Team communication -
VIA RAMP APP

Ensure all contact
information is up to date



All Players to complete the
Medical History Forms

Volunteer Positions required
at Team Level

Financials

Hour Many
Tournaments

Fundraising

Cash Call



Volunteers

10 hours of volunteering
equals 200 points. All hours
volunteered can be added
together over the season and
can be spread over various
volunteer opportunities

More than one player – Family
Bond Max 400 points

Team Managers* (Min 200 will clear the
Family total of 400 points)

First Aid Volunteer* - on the bench (Min
200 will clear the Family total of 400 points)

Treasurer (200 points)

Jersey Parent (200 points)

Score Keeper/Time – Min 8 Games (200
points)

Shot Clock - Min 8 Games (200 points)

Social Coordinator (200 points)

Tournament Coordinator (200 Points)

Miscellaneous/On-Demand roles (Calculated
on an hourly basis)

*These positions (as well as points) can be
shared between two volunteers

Equipment - Provided by Axemen

First Aid Kit

Balls for Games and Practices

Team Jerseys

Goalie Equipment

Axemen Shorts are required by the players as part of the uniform and must be worn to all games





Box/Arena Times

Game Times

All games and indoor practice times are scheduled and posted by the CDLA. The Axemen Lacrosse club submits the tournaments each team is offered to the CDLA and they will do their best as not to schedule league games on the same days. If you book a tournament on your own, it is the team's responsibility to notify the CDLA of any games you will be missing.

Exhibition Games

If you would like to arrange an exhibition game for your team, you should contact the Facility who will advise you of any available floor time. Your team will cover the cost of the floor time. Your team is responsible for covering the official's fees for exhibition games. Please contact exhibition@calgarylacrosse.com to schedule a ref.



Referee Costs - ALRA 2022

8U $\$22 \times 2 (\$44) + \$6$ scheduling fee

10U $\$24 \times 2 (\$48) + \$6$ scheduling fee

12U $\$31 \times 2 (\$62) + \$6$ scheduling fee

14U $\$36 \times 2 (\$72) + \$6$ scheduling fee

16U $\$43 \times 2 (\$86) + \$6$ scheduling fee



Player Movement And Affiliation

New Players


Only registered players may participate in Axemen team games and practices. Athletes not yet registered are not allowed on the floor until officially registered by the Axemen Registrar.

Coaches and other team officials cannot accept registrations.

Affiliating Players


The coach of a player must be contacted for permission prior to contacting the player to play for another team. With the permission of their coach or manager, players are allowed to **play up** in their own division as per affiliation policy.

You will find the Player Affiliation Form under 'forms' on the Website. As of 2018, please note that teams cannot affiliate players for any tournaments within Alberta.



Alberta Lacrosse Association

Five digit
from CCLA
schedule



Location: _____

Game # _____

Game Name is on Schedule

per Schedule

Date: _____

Game Date

Level: _____

Level: Division and Level as on Schedule - Please A, Notice D

Visitors/Color: _____

Club name / Team / jersey color

GOALS

PENALTIES

#	Players Names	G	A	PIM
G 31	Goalie Start	1	5:05	20 36 43
G 1	Goalie Backup	3	10:01	27 43
21	Visitor Player1			
22	Visitor Player2	4		
49	Visitor Player3			
AC 26	Visitor Player4	1	2	
AC 28	Visitor Player5			
29	Visitor Player6			
30	Visitor Player7	1		
C 33	Visitor Player8			
34	Visitor Player9			
36	Visitor Player10	1	17	
44	Visitor Player11			
42	Visitor Player12			
43	Visitor Player13	2		
AP 44	Visitor Player14			

2

Rafts must add goals and penalty minutes for each team and note totals in game number noting game first round.

23

* Checking from Behind (CFB) is a double minor and will result in a 2 - 3 minute penalties
 * Playing in minor penalties in an automatic game misconduct.
 * Major penalty in the 1st 10 minutes of the game means Player must stay off field rest game.
 CCLA Discipline reviews all major penalties and will advise coaches of any additional suspensions for repeat offenders.
 It is expected that full game reporting is completed within 24 hours of game completion.

Bench Penalties

Game Totals	2	13	23
41 Visitor Player11 serving	Susp	2 or 3	
	Susp		

Goalie Saves

#	1	2	3	OT
Super Coach1				
Super Coach2				
Super Coach3				

Coach/Trainer: _____

Team / Trainer / jersey number

GOALS

PENALTIES

#	Players Names	G	A	PIM
G 1	Goalie Start	2	12:15	15 20
G 90	Goalie Backup	2	2:22	18 15 1
16	Home Player2			
18	Home Player2			
13	Home Player4	13		
12	Home Player4			
14	Home Player5	1	20	
15	Home Player6			
16	Home Player7			
17	Home Player8			
18	Home Player9	1		
C 19	Home Player10			
20	Home Player10	1		
21	Home Player12			
AC 22	Home Player13			
23	Home Player14	15		
AC 24	Home Player15			
25	Home Player16			
26	Home Player17			
27	Home Player18			

2

Maximum Game roster is 2 Goalies + 18 players for 40 minutes of play.
 1) Player who is player's absence ensure
 2) Players are listed in ascending numbers order
 3) Players are listed in ascending numbers order
 4) Coaches must not allow the game to be started off without 40 minutes.
 5) Coaches must stop the game when the clock is approaching the game clock is correct.

50

* If 12 has 6 penalties in a game and is expelled in period 2 for misconduct of game
 * If 1 has 2 major penalties in a game automatic Game Misconduct. Player will be removed for remainder of game.
 * CFB (Playing in automatic game misconduct and as a result of game misconduct, game player will also be suspended for next game.
 * Refer to Minimum Suspension Guidelines on CCLA website.

Bench Penalties

Game Totals	2	13	50
	Susp		
	Susp		

Goalie Saves

#	1	2	3	OT
Awsome Coach1				
Awsome Coach2				
Awsome Coach3				

Coach/Trainer: _____

Team / Trainer / jersey number

GOALS

PENALTIES

Game Totals

Game Totals	2	13	50
	Susp		
	Susp		

Goalie Saves

#	1	2	3	OT
Awsome Coach1				
Awsome Coach2				



Game Sheet Reporting

**Home Team
responsible for
inputting within 24
hours**

**Visiting Team to verify
the accuracy of the
game sheet**

All Exhibition games are to be input as 'exhibition' games by the CDLA Office before you can enter stats for these games Please send your exhibition game details to results@calgarylacrosse.com. If your opponent is a non-league team, you will only need to input penalties for your team. The game sheet and any Game Incident Reports must be uploaded, NO EXCEPTIONS.



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RAMP INTERACTIVE Game Sheet instructions

<https://www.youtube.com/watch?v=8ZfDVK1mKxo&t=8s>





Team Photos will take place May 1st and 2nd
in Indus.

Teams will sign up for a 15-minute time slot

Managers will be given a timetable by 12 April
2022





Social Media Contact:

Keri Looijen

social@axemenlacrosse.com



Teams are encouraged to send game results, scores, interesting news and photos to the club volunteer. Before you send anything or post anything on your team, please ensure every player signs the [Photo and Video Consent Form](#) on the managers resource page.