

# PACIFIC COAST FIELD LACROSSE LEAGUE

## COACHES HANDBOOK

For use in Youth Field Lacrosse  
2018-19



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## 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** or numerical 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 electronically sent to the League Commissioner within 24 hours after the conclusion of the respective game. The original game sheet must be mailed to the League Commissioner within 3 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, Tier II, or in the case of U11 colour)
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 or numerical order**
    - all players can be added to the game sheet at the beginning of the game, but any players who hasn't arrived by halftime must be removed from the game sheet roster
  - list any suspended player(s) and/or coaches in the middle of the game sheet (Game Notes)
  - 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
  - four maximum
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. There is a space available for referee mentors and/or CBOs' to add their names
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 2 minutes of the last quarter if the game is within 5 goals and should field time permit. There is also stop time during the last 30 seconds of the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> quarters.

- |                   |   |
|-------------------|---|
| a) Under 7 games  | - two 20-minute halves  |
| b) Under 9 games  | - 12 minute quarters (min.) or as time and field conditions permit. |
| c) Under 11 games | - 15 minute quarters (min.) or as time and field conditions permit. |
| d) Under 13 games | - 15 minute quarters (min.) or as time and field conditions permit. |
| e) Under 15 games | - 15 minute quarters (min.) or as time and field conditions permit. |
| f) Under 18 games | - 15 minute quarters (min.) 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 15<sup>th</sup>, 2018 to October 21<sup>st</sup>, 2018 inclusive (no games during the Thanksgiving week-end). All tiering games must be completed by October 21<sup>st</sup>, 2018. Tiering games cannot be rescheduled after October 21<sup>st</sup>, 2018. All tiering games towards league standings. Team(s) may be reassigned to a different tier based on their performance during the tiering schedule.

There will be a Tiering Break during the October 27<sup>th</sup>/28<sup>th</sup> week-end.

The second session or fall league schedule runs from November 3<sup>rd</sup>, 2018 to (tentatively) December 9<sup>th</sup>, 2018 inclusive. All fall league games must be completed by December 16<sup>th</sup>, 2018. 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 12<sup>th</sup>, 2019 to approximately February 3<sup>rd</sup>, 2019 inclusive. All winter league games must be completed by February 10<sup>th</sup>, 2019. League playoffs will begin February (TBA) if required. **These winter dates may change depending on when and where provincials are being played.**

## 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.

### Referee Fees

U7	\$20.00	U13	\$40.00
U9	\$25.00	U15	\$45.00
U11	\$30.00	U18	\$55.00

**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.
4. Any team refusing to travel to another association for a game will also be subject to fines.

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 done 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 U13 to Tier 2 U13, Tier 1 U13 to Tier 2 U15
- c) In circumstances where an Association does not have a Tier 2 team to call from, the team may ask permission from the TWO (2) league commissioners for a Tier 1 player from the division below to be called up prior to the game. Both commissioners must discuss and be in agreement. The League Chair must be notified from the Commissioner of the team who requested the Tier 1 player whether approved or if denied with rationale. Teams will not be allowed more than three (3) of these players. These games would not count towards Provincial qualification.

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 games call up.

All call up players must be clearly entered onto the game sheet, at the bottom of the team roster. Players being called up must be written in the game notes. One game call-up sheets must be used for all call-up players. The one game call-up sheets must be with the game sheet prior to the start of the game and stay with the game sheet. The winning team is responsible to send in all call-up sheets along with the game sheet to their commissioners.

### **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 (December 13<sup>th</sup>, 2018). No exceptions will be made by the BCLA for receiving the declaration form and fee after the specified deadline. The Provincial Team Declaration form will be available on the BCLA and the PCFLL website.

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.

**2018-19 Provincial Championships locations/dates: TBA**

**New Rules for 2018/2019**

- changing breaks between quarters
  - will be 2 minutes, 5 minutes, and 2 minutes
  
- stop time
  - last 2mins of the 4th quarter and the last 30 secs of the 1st, 2nd and 3rd quarter
  
- U18 play 4 x 15-minute quarters
  - used to be 18-minute quarters
  
- eliminate non-sudden victory overtime
  - 4-minute sudden victory overtime
    - in most cases, will only apply in tournaments, wild-card or Provincials

**Stick Lengths**

The minimum stick length for U7 – U11 is 34”

The minimum stick length for U13 and up is 40”

## Field Locations

Club	Field	Address
Adanacs	Fridge Field (Town Centre Park)	Pipeline Road @ Gabriola Drive, Coquitlam
	Town Centre Park (Turf)	300 Ioco Road, Port Moody
	Cunnings Field (Town Centre Park)	Pinetree Way @ Pinewood Avenue, Coquitlam
Burnaby Devils	Burnaby Lake West (Turf)	Kensington Avenue @ Joe Sakic Way, Burnaby
Chilliwack Hawks	Exhibition Park	45323 Hodgins Avenue, Chilliwack
	Tzeacheten Sports Field (Grass)	46770 Bailey Road, Chilliwack
Delta Footmen	Holly Park (Turf)	4675 62 Street, Ladner
	Mackie Park (Turf)	10855 80 Avenue, North Delta
	Winskill Park (Turf)	5575 9 Avenue, Tsawwassen
Langley Thunder	Willoughby Community Park (Turf)	7755 202A Street, Langley
Mission Mud Dawgs	Mission Sports Park	8020 Oyama Street, Mission
	Heritage Park Secondary School	33700 Prentis Avenue, Mission
New Westminster Warlocks	Mercer Stadium (Turf)	835 8 <sup>th</sup> Street, New Westminster
	Queen's Park East (Turf)	1st Street/3rd Avenue, New Westminster
North Shore Eagles	Ambleside Park (Turf)	Marine Drive @ 11 <sup>th</sup> 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
	King George Park (Turf)	4100 No. 5 Road, Richmond
Ridge Meadows Burrards	Pitt Meadows Athletic Park	11431 Bonson Road, Pitt Meadows
	Thomas Haney Youth Action Park	11600 Lougheed Highway, Maple Ridge
	Westview Secondary School (Turf)	20905 Wicklund Avenue, Maple Ridge
Surrey Warriors	Newton Athletic Park (Turf)	7395 128 Street, Surrey
	Tamanawis Park (Turf)	12601 64 Avenue, Surrey
	Port Kells Park	19340 88 Avenue, Surrey
Valley Attack	Abbotsford Senior Secondary	33355 Bevan Avenue, Abbotsford
Vancouver Barbarians	Vancouver Technical Sec. School (Turf)	2600 Block (East 11th Avenue) Slocan Street, Vancouver
	Memorial South Park (Turf)	5900 Block (East 43rd Avenue) Prince Albert 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:

**Trish Keizer at [chair@pcfll.bc.ca](mailto:chair@pcfll.bc.ca)**