

# Scorekeeping

## Duties of the Scorekeeper

*From the 2019-2021 Ringette Canada Official Rules*

- The scorekeeper is responsible to record on the Official Game Report:
  - goals scored, the scorers, and to whom assists have been credited.
  - penalties, the numbers of the penalized players, the times that penalties are assessed, started, ended and the times that penalized players return to the ice.
  - the use of team timeouts during the game.
- The scorekeeper shall inform penalized players:
  - upon request, the time remaining in a penalty.
  - when their penalty has expired, and release the player from the penalty bench at the correct time.
- If a player leaves the penalty bench before their penalty time has expired, the scorekeeper shall note the time and inform an on-ice official.
- At the end of the game, the scorekeeper shall ensure that the Official Game Report is signed by the timekeeper and the on-ice officials, sign it themselves, and forward it to the person responsible for said reports.

## Hints for Completing Game Sheets

**The most important rule: When a penalty has been called or a goal has been scored, mark down the time immediately**

### Goals

- Goal and assists will be reported by the Referee. When entering a goal, ensure you enter the correct jersey number (as well as for the assists). Have a look to make sure that the number actually exists on the game sheet. Nothing wrong with asking the referee if it is wrong.
- Remember to fill in the lines one a time. DO NOT SKIP A LINE or you may not have enough room. This is especially true for penalties!
- Do not put the goal in line with the corresponding player. That is why we have the heading "Goal". It identifies who scored the goal
- After the first period, remember to draw a line across separating period 1 from period 2.
  - Use a separate line for each section so that no lines are wasted

### Penalties

When entering a penalty, ensure that all boxes are completed:

- **"No."** means the number of the player who was assessed the penalty
- **"Served by"** means the player who is actually in the box. Sometimes if the penalty is given to the goalie or an injured player, someone else serves it.
- **"Min"**: Means number of minutes. This is always 2 or 4
- **"Pntly Code#"** means what type of penalty. There is a cross reference in the middle of the game sheet. Remember that fully served penalties do not end early when a goal is scored.
- **"Time off"** is the time that the penalty was assessed (play stopped). Remember Rule #1
- **"Time start"** Time that the penalty starts. Often it is the same as time off, however if there are already 2 players in the box, the third penalty doesn't start until the first penalty is over.

- **“Time finish”** Time that penalty is supposed to end. So, this can be completed ahead of time. If it is a 2 minute penalty, then Time Start minus 2 minutes
- **“Time on”** Time that the player went sent back on the ice. Often it is the same as “Time End” but may be earlier if a goal is scored.

A player that is serving a penalty can go on the ice early only if a goal has been scored AND only if the teams are NOT even strength (have the same number of players on the ice). For example, if Team A has a penalty and Team B has a penalty, and Team A scores, Team A penalty is not over as they are even strength. However, if Team B has 2 players in the box, team A has one player in the box, and Team A scores, then one of the Team B players leaves the box.

Once a penalty is over, a player can normally go on the ice. However, if there are more than 2 people in the box, a stoppage in play must occur before the player is sent out. It must be a whistle.

Remember to fill in the lines one a time. DO NOT SKIP A LINE or you may not have enough room. This is especially true for penalties! If you run out of room, use the blank sheet that is left on the box. Do not worry about completing the rest of the game sheet. Just remember to put the penalties on the right team.

Do not put the penalty in line with the corresponding player. That is why we have the heading “No”. It identifies who received the penalty.

After the first period, remember to draw a line across separating period 1 from period 2.

- Use a separate line for each section so that no lines are wasted

Remember when in doubt of letting a playing go on the ice, when you have box full, ask the referees.

### General

- At the end of the game ensure the game sheet is signed by the Timekeeper, the Shot Clock Operator, yourself (the Scorekeeper) and the referees; and, ensure it is forwarded to the person responsible for retention of these game sheets.
- Ensure that a working ballpoint pen is used for the recording of entries and that enough pressure is applied to the entry to be legible on all copies of the game sheet.
- Ensure the goals are recorded under the correct team’s game information: i.e. Home or Visitor. That is why sweater colours are important and need to be recorded on the game sheet.
- Ensure all Time Outs used by the respective teams are recorded in the appropriate boxes on the game sheet
- Indicate the completion of each period for each team by drawing a solid heavy line under the last entry in each of the “goals” and “penalties” sections of the game sheet. After the completion of each period, enter the correct score in the appropriate boxes at the bottom of the game sheet under each team’s listing. If the game ends in a tie and overtime is used, repeat the separation steps

[Sample Gamesheet](#): A sample gamesheet is attached



**OFFICIAL GAME REPORT  
EXAMPLE**

Timekeeper : \_\_\_\_\_  
 Scorekeeper: \_\_\_\_\_  
 Shot Clock: \_\_\_\_\_

Game #	124	Division:	U12	Tournament:	Talbot Trails	Time:	1:30pm
Date:	Dec. 10/08	Level:	AA A B <b>C</b>	Location:	Carling	Time Ended:	2:30pm

Visiting Team: **London #1**      71606      Colour: Orange      Trim: Purple

Bench Staff:		Head Coach:				Asst. Coach:							
Asst.Coach:		Manager:				Trainer:							
PLAYERS		GOALS				PENALTIES							
#	Name	Goal	Asst.	Asst.	Time	No.	Served By	Min.	Pnlty Code#	Time Off	Time Start	Time Finish	Time On
	All players on the official TRF must be listed and only crossed off if they are not participating	4	19	2	0:33	TS	2	2:00	5	15:00	15:00	14:21	14:21
		5	4	—	12:02	4	4	2:00	13	14:00	14:00	12:25	12:25
		19	—	—	0:45	4	4	2:00	12	14:00	12:25	10:25	10:25
		7	—	—	0:10	7	7	2:00	2	9:41	9:41	7:41	7:41
	Captains, assistants and goalies must be clearly identified					16	16		19	5:03	5:03	5:03	5:03
<b>GAME SUMMARY</b>													
		1st	2nd	OT 1	OT 2	OT 3	TOTAL	Time Out(s) Used					
		1	2	1			4	Period:	1	Time:	9:35		
								OT:	1	Time:	7:50		

Home Team: **London #2**      71607      Colour: Red      Trim: Pink

Bench Staff:		Head Coach:				Asst. Coach:							
Asst.Coach:		Manager:				Trainer:							
PLAYERS		GOALS				PENALTIES							
#	Name	Goal	Asst.	Asst.	Time	No.	Served By	Min.	Pnlty Code#	Time Off	Time Start	Time Finish	Time On
	All players on the official TRF must be listed and only crossed off if they are not participating	12	3	5	14:21	23	23	2:00	7	3:35	3:35	1:35	0:33
		6	—	—	12:25	17	17	2:00	2	2:00	2:00	0:00	0:33
		13	9	2	5:03	22	22	2:00	9	1:56	1:35	14:35	14:35
						17	17	2:00	14	13:21	13:21	11:21	11:21
						21	24	4:00	18	10:00	10:00	6:00	6:00
	Captains, assistants and goalies must be clearly identified					TS	—	2:00	15	0:45	0:45	0:00	0:00
<b>GAME SUMMARY</b>													
		1st	2nd	OT 1	OT 2	OT 3	TOTAL	Time Out(s) Used					
		2	1	—			3	Period:		Time:			
								OT:		Time:			

Summary of Referee Report

#21 (Home) assessed match for kicking opponent. Head coach (Home) assessed misconduct for verbal abuse of official @ 0:45 of 2nd period

On-Ice Officials (please print)

- 1 \_\_\_\_\_ # **MUST FILL OUT**  
 2 \_\_\_\_\_ # **MUST FILL OUT**

Referee **MUST** fill in comments for **ALL** fully served penalties and ejections

Officials should **PRINT AND SIGN** their name