



Oshawa Minor Lacrosse Association

TIMEKEEPING GUIDELINES AND RULES



Oshawa Minor Lacrosse Association

PENALTY CODING

2 - 2 Minute Minor

5 - 5 Minute Major

M Misconduct 10

GM - Game Misconduct 10

GRM - Gross Misconduct (2 min
USC +10GRM 2 lines on
sheet)

EXP - Expulsion

GAME REPORT LANGUAGE

- Record the number of the player only, not their name.
- Use the standardized abbreviations listed below:

AGG	Aggressor	HS	High Stick
ATI	Attempt To Injure	INT	Interference
BDG	Boarding	KCK	Kicking
BE	Butt Ending	KNE	Kneeing
BM	Bench Minor	MIS	Misconduct
CC	Cross Checking	MP	Match Penalty
CFB	Checking From Behind	UR	Unnecessary Roughness
CHG	Charging	SL	Slashing
DG	Delay of Game	SP	Spearing
ELB	Elbowing	TMM	Too Many Men
FI	Fighting	TR	Tripping
GM	Game Misconduct	TS	Throwing a Stick
GRM	Gross Misconduct	USC	Unsportsmanlike Conduct
HLD	Holding	WA	Wrap Around
HOK	Hooking	EXP	Expulsions

PROCEDURE:

1. Wait for the referee to inform you of the player number, know your signals and the specific penalty call before entering information on the Game Report.
2. Record the player number in the appropriate team location on the Game Report. Verify that the number of the penalized player is correct.
3. Check that player numbers entered on the game sheet are actually on the players list. Notify the referee immediately if there is any discrepancy.
4. Use the MIN column to record the amount of time a player is to serve.
5. If a player receives more than one penalty, record them on consecutive lines on the Game Report.
6. In the Code Infraction Column enter the nature of the penalty. For clarity, use the standard abbreviations for the penalties.
7. Time entered on game sheet due to running clock. Goals can be entered immediately, delay time recorded until referee blows play back in.
8. Use a cheat sheet to collect information prior to entering it on the game sheet. All game sheets must be readable.



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Important information for Referees, H/L Conveners & H/L Coaching Staff, Rep Team Coaching Staff, Rep Team Managers & Coaches, & Minor Officials

Minor Officials are Timekeepers & Shot Clock Operators (the Timekeeper does the Score Clock & the Game Sheet) Your jobs are very, very important – there will be NO fooling around accepted – do your job & only your job or you will NOT be paid, work as a team - nobody & I mean NOBODY except registered timekeepers are allowed in the timekeeping area – SORRY but rules have changed & insurance dictates everything we do!

Minor Officials – Please work closely with the Referees to do your job – remember that the Referee is ALWAYS in charge – communicate with the Ref! – you are a MINOR OFFICIAL & you have responsibilities! – tell the Referee when you are having problems getting things done – the Referee will usually stop the clock & work with you to help you do your job – if you have ANY problems with ANY Referee please let us know!

When a goal is scored the first thing a **Timekeeper** should do is get the goal on the score clock - this can be done in the short time that it takes the Referee to report the goal – this requires the Timekeeper to always PAY ATTENTION!

When a penalty occurs the Timekeeper can likewise view the Referee's signal, know that it is usually 2 minutes & get it up on the board before the Referee even gets there – naturally, Checking from Behind (CFB) is a minimum 4 minutes - Timekeepers! – penalties **MUST** be put on the clock, unless of course, the clock has no provision for recording penalties – this is important to everybody participating or watching the game! – **If you cannot do this, then learn how!** – **Also, learn how to HOLD penalties** – a penalty in running time starts with the Ref's whistle to resume play.

Any penalty starts **ONLY** at the whistle to start play – the main time clock is NEVER stopped unless the Referee orders it, no matter how much the fans or the coaches complain – keeping “on time” is the most important issue!! - this is the responsibility of the Convener & Referee – usually a Referee will only stop the clock at a serious injury when the injured player has been on the floor for some time (usually for 30 seconds to 1 minute minimum) – the Referee will likely only stop the clock for occasions other than injuries in order to manage multiple penalties properly – this will be addressed in more detail later – ignore the crowd & the coaches – listen only to the Refs!

CFB (Checking from Behind) is written on the game sheet as 2 – 2 minute penalties & put up on the clock as 4 minutes – if a goal is scored during the first 2 minutes, that goal erases the first 2 minute penalty only & the penalty time goes down to 2 minutes on the clock – if a goal is then scored during the 2nd 2-minute penalty the player comes back on the floor.



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Write neatly & as legibly as possible at all times! – Illegible score sheets may result in your dismissal!

If a penalty expires during a stoppage in play the player returns to the floor only at the whistle to resume play at the face-off.

If a player is excused from the game through a game expulsion (4 individual penalties in H/L or 5 individual penalties otherwise) or a game misconduct, or if a bench minor penalty occurs (usually too many men on the floor for the defensive team – too many men for the offensive team is a loss of possession only), then no other player has to serve that penalty (this applies only to H/L – in Rep play another player has to serve that penalty) – the penalty is recorded on the game sheet & on the score board, the team plays short & then substitutes from the players' bench when the penalty is over.

In the case of a 4 minute CFB penalty assessed as a Delayed Penalty when a goal is scored during the delay, the goal cancels the first 2 minutes of the CFB penalty & the player goes to the penalty box to serve the second 2 minutes – 2 – 2 minute penalties are still recorded on the game sheet against that player – if a 4 minute CFB penalty is assessed & a Penalty Shot is awarded, then the offending player serves 2 minutes & a penalty shot is still awarded – 4 minutes is still recorded on the game sheet.

Stacked Penalties: This is when there are 3 or more players from the same team in the box at the same time. When the third player comes into the box, their penalty time does not start until the first penalty is over. At this point in time do not release player 1 from the box. No one will be released from the box until the second penalty is finished. At the end of player 2's penalty, player 1 can leave the box. You will then have 2 players in the box and 1 penalty on the clock. When player 3's penalty finishes, player 2 can leave the box. Player 3 must remain in the box until there is a Dead Ball on the floor (Goal, Penalty, End of period or Timeout).

- The only time there may be 3 players in the box where this does not apply is if player 1 gets a 2 minute penalty and player 2 gets a 2 min and a 10 min. A third player will then come to the box to serve the 2 min for player 2. Player 2 will remain in the box for the entire 12 minutes.

Due to the difficulty of managing penalties during running time in multiple penalty situations, especially when delayed penalties occur (i.e. 3 or more players for the same team in the penalty box), the Referee should stop the clock whenever necessary to "manage" the penalty times – for example, if 3 players from the same team are in the box & a goal is scored, the Referee should stop the clock & take the time to determine who leaves the box, etc. – the Referee can manage this best by advising the Timekeeper to stop the clock after every goal while the Referee comes to the timekeeper's box to advise.



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30 Second Shot Clock Operators are encouraged to go slow on the resets & think them through carefully – waiting 2 to 3 seconds on each change remains fair & consistent for both teams & allows the operator to be sure of the reset during play – a possession change reset only occurs when the opposing team actually gains possession of the ball (not just touches the ball) - a Shot Clock Operator should NEVER reset the clock during shots on goal unless the Referee signals a reset – the operator's responsibility for resetting is only during possession changes other than shots on goal – a reset always occurs if a Referee signals it, even if it seems clear that the Referee is wrong! – all participants are encouraged to remember that the 30 second signal is a signal ONLY to the Referee & to nobody else – ONLY the Referees' whistle signifies a stoppage in play & players should be strongly encouraged to ignore all signals except for the Referees' whistle!

New: 2011 all timeouts are 60 seconds! Run shot clock through two cycles and remember: check the reset time when a time out is called because that is your start time unless the referee tells you otherwise.

If you have any problems with coaches yelling at you, Buzz the horn and let the ref know. You are not there to take abuse, let the referee's deal with the issue. If the referee does nothing then send us an E-mail and we will deal with the issue ourselves.



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Sample City League Gamesheet:

Oshawa Minor Lacrosse Association Game Sheet													
Date: March 27, 2014		Time: 6:00		Arena: Childrens				Division: Novice					
HOME TEAM				HOME PENALTIES				HOME SCORING					
No.	Players Name	PER	NO.	MIN	CODE	START	ON	PER	TIME	G	A	A	
1	Player 1	2	5	2	HS	11:28	11:00						
2	Player 2												
3	Player 3												
4	Player 4												
5	Player 5												
6	Player 6												
7	Player 7												
8	Player 8												
9	Player 9												
10	Player 10												
11	Player 11												
0	Goalie												
Head Coach: Paul													
Staff: Mike													
Staff:													
Trainer: Kevin				2				TOTAL PENALTY MINUTES					
								TOTAL GOALS					
								0					
VISITOR TEAM				VISITOR PENALTIES				VISITOR SCORING					
No.	Players Name	PER	NO.	MIN	CODE	START	ON	PER	TIME	G	A	A	
1	Player 1	1	4	2	CFB	14:00	12:00	2	11:00	2	5	4	
2	Player 2	1	4	2	CFB	12:00	10:00						
3	Player 3												
4	Player 4												
5	Player 5												
6	Player 6												
7	Player 7												
8	Player 8												
9	Player 9												
10	Player 10												
0	Goalie												
Head Coach: Joel													
Staff: Brad													
Staff:													
Trainer:				4				TOTAL PENALTY MINUTES					
								TOTAL GOALS					
								1					
Timekeeper:				Referee:				Referee:					
				Signature:				Signature:					