



***Managers Manual
Box Lacrosse 2022***

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INTRODUCTION

Welcome to Port Coquitlam Minor Lacrosse and thank you very much for your commitment to making this year's box season a success for your child. It is only with the assistance of parents such as yourself that we can offer the players a box season to remember and enjoy.

If you are a new volunteer, we hope this manual will help you through the unknown of what these duties entail and failing that, provide you with the resources necessary to find the answer to any question you may have. To those of you who are returning – once again thank you for your commitment and maybe this manual can help you with some unanswered questions.

Good luck and good lacrosse and once again –

Thank You!

Poco Minor Lacrosse Executive:

Please feel free to contact any member of the executive if you need assistance with anything – we are here for you and your players!!!

President	Josh Wahl	president@pocominorlacrosse.com
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Novice	Kelsey Heglund	novice@pocominorlacrosse.com
Tyke	John Robbie	tyke@pocominorlacrosse.com
MiniTyke	Chrissy Jones	minityke@pocominorlacrosse.com

USEFUL WEBSITES

All of this information can also be found on our website:

PCMLA – Port Coquitlam Minor Lacrosse Association (www.pocominorlacrosse.com)

LMMLC – Lower Mainland Minor Lacrosse Commission (www.lmmlc.ca) - game schedules, arena locations, Commissioner information, scoresheet demos and division stats are all found here.

BCLA - BC Lacrosse Association (www.bclacrosse.com)

There is a lot of useful information on this website. Exploring and getting to know it is a good idea.

Abbreviations:

PCMLA	Port Coquitlam Minor Lacrosse Association
LMMLC	Lower Mainland Minor Lacrosse Commission
BCLA	British Columbia Lacrosse Association
CLA	Canadian Lacrosse Association
AGM	Annual General Meeting
TBR	To Be Rescheduled

General Rules & Arena Safety Guidelines

1. Please encourage your players to respect the facilities and the customers in the facilities. Ensure your players do not throw lacrosse balls inside the facility, except on the floor. Also, they should not throw balls against the outside walls of the arenas.
2. Do not warm up your players in the parking lots. We are concerned for the player's safety and do not want lacrosse balls bouncing off any cars.
3. **Players must always wear a helmet when on the lacrosse floor.** Coaches are asked to help educate the players and to help enforce this safety issue.
4. Please bring your own lock for dressing room doors in both arenas. Keep the doors locked at all times while your team is on the floor.
5. Have teams use the dressing room to change and leave their lacrosse bags. Do not allow the players to change in the lobby or walkways and leave their bags lying around. Each team is entitled to one dressing room during your floor times.
6. Speak to the arena staff if you have any issues with the facilities.
7. Coaches, managers, and parents support with these items would be appreciated by the arena staff.

PCMLA Social Media

Join us on social media, send Katrina McCurrach photos and event info she can include on our social media platforms. headcoach@pocominorlacrosse.com

Facebook <https://www.facebook.com/PortCoquitlamMinorLacrosse>

Twitter @Pocosaintslax

Instagram <https://www.instagram.com/pocominorlacrosse/>

Manager Duties

Organize Your Team

1. **Prepare a team roster** complete with parent names, contact (cell if possible) numbers and email addresses
2. **Set up Team Snap – add jersey numbers, family members etc**
Team Snap is an invaluable tool for organizing your team during the season
Automatically notifies players/parents of upcoming practices/games
Allows coaches/managers to track player availability for games and practices
(This comes in very handy for games, so you know how many players you have showing up or if you need to call in more players from a lower tier)
Great system for team communication through system Message function
3. **Set a date for your first team parent meeting** after one of your first team practices
 - Call it a MANDATORY MEETING for parents/coaches ONLY
 - Do this after or during one of the first few practices.
 - Cover the important points you will need your parents to know for the season – Tournament options, jersey deposits, team fees, Provincials, timeclock and scorekeeper schedules, expectations of kids and parents

Write an agenda for your team meeting Send your draft agenda to your coach for input
Check out available tournaments for your team – Write a list of dates, locations, and costs to present as options. (see Tournaments section)

Jersey Deposits

All parents must provide a postdated cheque made out to PCMLA, dated August 1, 2022 for \$100 before jerseys can be handed out to players. Please hold onto the cheques until the end of the season, when players return their jerseys, undamaged cheques will be destroyed.

Patches for Captains and Assistants are NOT to be glued, ironed or machine stitched to jerseys, they must be lightly hand sewn on to jerseys for easy removal and to keep damage to jerseys minimal.

Team Fees

Throughout the season the team will encounter costs that parents are responsible for paying. These fees can either be paid by a nominal fee per player, fund raising or a combination of both. Some of the costs you can expect for the team are:

- Tournament Fees
- Officiating Fees for exhibition games (if applicable)
- Floor time fees if **additional** arena practices above and beyond your schedule if requested by the team
- Saints coach shirts or other gear
- Season wrap-up party/coaches' gifts

It is recommended to collect team fees per player **up front** to cover the essential costs such as tournament fees, provincial playoff fees (if applicable). Then if the team chooses to fundraise, that money can go towards extras such as team clothing or social events. In otherwise words don't rely on fundraising to cover necessary costs.

Tournament fees are required very early in the season so make collecting the team fees a priority.

Team Finances

Keep records of all money collected and spent from team fees. These records must be made available to parents and Division Managers at the end of the season. Any left-over money must be returned to parents at the end of the season. You are encouraged to use the team budget excel template found [here](#).

Fund Raising

Teams often require funds in order to participate in tournaments or purchase other items for the team players such as trophies, etc. and will often hold fund raising events on their own to reduce the amount of funds required directly from parents. It's a good idea to discuss your team's goals with your coach and parents and come to a mutual consensus on the amount of fund raising to be done. Any team fund raising activity is a team decision and must be documented and records made available to team parents and Division Managers at the end of the season. **All fundraising must be approved in advance**, you must provide details and purpose for the money raised to the Fundraising/Promotions Officer to be presented to the Executive Committee for approval.

****Please note that no fundraising (Goal Boxes, 50/50 etc.) is permitted during team games (home or away) or practices****

After Game Snacks

Game snacks are especially popular with younger players, but older ones enjoy them too! It is best to schedule a family for each game to be the treat bearers (this can be done on your game schedule), or one family can manage the freezies for the season.

Wrap-Up Parties

This is generally your last function of the season, a time to give the players their trophies or plaques (optional), recognize your coaches and parents that helped throughout the season and just have a good time. Players always look forward to their wind-up party and it is the last event they'll have a memory from, so make it a good one.

Medical Information Sheets

Attached you will find a medical information sheet, please have one filled out and signed for each player at the beginning of the season. Keep these sheets available at all team events (practices, games etc..) in case of emergency. A fillable PDF will also be emailed to you. This form needs to be saved before it can be printed or emailed back to you.

Team Clothing

All team clothing orders must be purchased through Xtreme Threads and be approved by PCMLA executive. No other supplies are permitted as our logo is protected. Please contact Connor at their website. <https://xtremethreads.ca/>

GAME LOGISTICS

Game Sheets - We will be going digital this season, until then please follow info below

You should receive a supply of game sheets from your division manager. A game sheet will be completed for all games – exhibition and regular season. As home team, you are responsible for ensuring the following information is included:

- Game number
- Division
- Date
- Officials names (include 30 second)
- Player roster - in numerical order by jersey number (only players in attendance by the end of the second period)
- Coach and bench staff - **all coaches and bench staff must be listed properly with NCCP numbers on EVERY sheet, EVERY game** (the form must be signed as verified by either the coach or manager)

Once the opposing team manager arrives the form is passed to them so that they may complete their roster.

At the end of the game the refs will complete some portions of the sheet and sign the sheet.

If you are the **winning team, you are responsible for forwarding the information** to your league commissioner (list attached), in the event of a tie, the home team will distribute the game sheet. The white copy is scanned and emailed or faxed to your commissioner within 24 hours and followed up by mail within 3 days. The pink copy is for the winning team and the yellow copy is for the losing team.

A template for game sheet stickers can be found here <https://www.pocominorlacrosse.com/managers>

Ref and Shot Clock Fees

You will need money to pay the refs and shot clock – fees are as follows
(it is suggested that when you receive the funds you separate into your games):

Mini/Tyke	\$20.00 x 1
Tyke	\$20.00 x 2
Novice	\$30.00 x 2
PeeWee	\$35.00 x 2
Bantam	\$40.00 x 2
Midget	\$45.00 x 2
Jr. Girls	\$50.00 x 2

Shot Clock - Novice/Peewee (Mixed/female)	\$15.00
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Shot Clock - Bantam to Junior Female (Mixed/Female)	\$20.00
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You will receive funds from the PCMLA to cover these payments.

A Ref payment form is attached to this booklet – it **MUST** be used, and any leftover funds must be returned to your Division Manager with the payment form at the end of the season.

If your team ends up in a play down situation for provincials and you do not have enough ref money left, please contact your division manager. If you do not receive funds prior to the game(s) you will be responsible for paying the ref fees and will be reimbursed by the PCMLA.

All officials are to be paid off the floor (except for Mini Tyke/Tyke), prior to game time.

Time Clock and Score Sheet

For every game you will be responsible for finding two volunteers to operate the time clock and do scoring. Our recommendation is that once you have a game schedule you make up and distribute a volunteer schedule for the time clock/game sheet – rotating it through your player families. If the persons responsible are unable to perform their duties for their assigned game, then the responsibility is upon them to find a replacement.

This frequently becomes a manager's most difficult duty – do not leave it on a game-by-game basis - schedule in advance.

Exhibition Games

In all likelihood your coach will arrange an exhibition game prior to the season starting with another team in the league. If it is a home game, you will have some duties involved with getting the game organized.

- 1) Contact our scheduler to get some floor times that are available
If you plan to use your regularly scheduled game time, you should advise the scheduler that you are planning an exhibition game.
You will find that you will be in contact with the scheduler numerous times throughout the season.
- 2) Contact our ref allocator to have refs assigned for the game.
They will need to know what the level of the players are (division and level ie Midget A1), what time and date the game is being played and in which arena
- 3) Contact your commissioner with the game information – he or she will give you a game number.

PoCo Contact Info

Floor Scheduler	Karen Hertslet	scheduler@pocominorlacrosse.com
Ref Allocator	Stacy Hemmerling	1stvice@pocominorlacrosse.com
Head Ref	Ben Agnes	headref@pocominorlacrosse.com

***You will also be responsible for score and time keepers and ref fees.**

Game Cancellations/Reschedules

Once you receive your game schedules you will most likely have games that will have to be cancelled and rescheduled.

It is the responsibility of the home team to rearrange these reschedules and your commissioner must be notified.

Based on the home floor schedules, refs and 30 second persons will be automatically assigned by the ref allocator. **If a game is to be rescheduled, you must first advise the scheduler and then the ref allocator and commissioner.**

If the floor time is needed for another team to play a game the scheduler will reassign that time, and if that is not necessary, upon agreement of the scheduler, you may use your home game time as practice, but you must first have the permission of the scheduler. You must also ensure you cancel the refs, upon failure to do so, you will be required to pay the refs, regardless. **Refs should be given at least 48 hours' notice of game cancellation.**

You will then be required to reschedule the game with the scheduler (as with exhibition games), contact the scheduler who will give you some alternate game times. Once a game time is agreed upon by you, your coach and the coach of the other team, you may contact the ref allocator to arrange officials.

If agreed upon by both teams and the Commissioner, rescheduled games may be made up during tournament play if the teams are scheduled to play each other.

You should also advise your Division Manager of any rescheduled games and you must advise your League Commissioner once the games are rescheduled.

RESCHEDULLING CHECK LIST

GAME #	
opposite team notified	
email Scheduler for floor time (include game # & Division)	
ask opposing team if date/time ok	
confirm new date with scheduler/team/ commissioner	
cancel/book refs with Stacy	
update team snap	

Players

The maximum number of players permitted to be dressed and on the bench are 18 runners and 2 goalies - no deviation. The minimum number of players allowed is 6.

No player can be on the floor or bench without a helmet.

Call Ups

You can only call up from a lower tier in the same division for example peewee C to peewee B (maximum 4 players per game)

If calling up from lower division eg: Peewee to Bantam

A can only A, B and C can go anywhere (max 2 of these players)

5th call up of any one runner or 7th call up in the case of a goalie makes them a member of the team they have been called up to

****Coach MUST contact coach requesting call ups - do not contact players directly****

Jerseys

Occasionally you will need to use alternate jerseys – make sure you check the teams you are playing and **contact the equipment manager as soon as possible** to make sure they are available and to schedule pick up at the arena. Last minute or day of pick up may not be an option.

Abbotsford Warriors - Maroon, Gold and Black	North Shore Eagles - Red, White & Blue
Burnaby Lakers Kelly - Green Black & White	Port Moody Thunder - Grey, Red & white
Chilliwack Mustangs - Green, Black, Gold & White	Richmond Road Runners - Orange & Black
Coquitlam Adanacs - Purple, Gold & White	Ridge Meadows Burrards - Blue, White & Red
Delta Islanders - Red, Black and White	Semiahmoo Rock - Orange, Black & White
Langley Thunder - Blue, White & Black	Surrey Rebels - Orange, Blue and White
Mission Sasquatch - Black & Green	Sunshine Coast Rapids - Blue & White
New West Salmonbellies - Red, White & Blue	Vancouver Burrards - Teal & Black or teal & white

TOURNAMENTS

POCO

MINI TYKE, TYKE and PEEWEE – Managers of these teams please read and understand the following:

May Day Mini Tyke/Tyke tournament which will be held May 5-8, 2022.

Pop Styles Pee wee tournament will be held May 25 – 29, 2022.

All POCO teams will participate in their respective tournament (they are also required to pay the tournament fees) so make sure you don't make other arrangements (especially other tournaments) that weekend. Please ensure you get payment and your team roster to the tournament coordinator as soon as possible.

You will receive the tournament game schedule as soon as it is available

Each team will be **responsible for filling mandatory volunteer positions** throughout their tournament. Volunteer duties will include, but are not limited to, selling 50/50 tickets, manning the raffle booth, scoring, etc.

All POCO teams are also **required to submit a basket for our raffle**. Please contact the tournament coordinator with your theme idea so that there aren't multiples of the same type. The **fee for this basket should be added to the team fees** at the beginning of the year to make it easier for everyone.

TOURNAMENTS (other than POCO)

One of the first orders of business at the start of the season should be to determine in consultation with the coaching staff and the parents, which tournaments the team wishes to participate in.

The list of tournaments can be found on the BCLA website (www.bclacrosse.com)

- **Choosing a Tournament**

Before contacting any associations re tournaments, you should contact your Division Manager (list attached), it is quite possible your Division Manager has applied for several tournaments on behalf of his/her teams as most tournaments fill up very quickly.

Once you and your team have decided which tournaments to attend (most usually attend 1 out of town tournament and at least one in town tournament), you carry on with registering your team with the sponsoring association. You will need to pay tournament fees (that means collecting money from parents so you will have to determine how much each parent owes as teams are responsible for funding their own tournament fees) and submit your team roster to ensure your spot in the tournament.

- **Accommodations**

You (or another designate) should also look into accommodations for out of town. Quite often the host association will make arrangements with hotels/motels in their area to provide reasonable rates for travelling teams. This information will in all likelihood be included in their tournament information. It is still up to you (or a designate) to reserve a block of rooms for the team so the players can be all together. You will likely need to supply a credit card number just to reserve the rooms and then as the parents book their accommodations, they use their own payment method.

- **At the Tournament**

Once at the tournament it is the Manager's duty to check the team in with the tournament coordinators. You will likely have received your game schedule ahead of time by email so you will know when your first game is scheduled.

***Remember to reschedule any games that will conflict with any tournaments you may be attending (please see the section regarding rescheduling as there are several steps involved).**

PROVINCIALS (PeeWee – Midget Boys and PeeWee – Jr Female teams)

Another decision – whether to declare your team for Provincials (see below for dates and locations). This decision must be made by prior to mid-June 2022 as this is the deadline for the association to submit your declaration. This decision again should be made together by the parents, players and coaches. Point to remember, once a team declares and the fees have been paid and the team roster submitted to the BLCA (by your home association) that team must participate as the fee is nonrefundable and additionally the association will incur additional fines. This decision should be made jointly by the players, parents and coaches in co-ordination with your Division Manager. Your Division Manager will submit the actual declaration, so it is important to involve them in any decision.

If the host association for Provincials is Port Coquitlam teams will get an automatic bye for one team in each tier of the division (A1, A2, B & C)

Provincial rules and guidelines can be found on the BCLA website – www.bclacrosse.com.

2022 Provincial dates and locations:

Midget All Divisions	July 7 - 10, 2022	Port Coquitlam
Bantam All Divisions	July 14 - 17, 2022	North Okanagan
Pee Wee All Divisions	July 7 - 10, 2022	Delta
Female All Divisions	July 14 - 17, 2022	Coquitlam

BCLA Operating Policy – Coaches

REGULATION 7: BENCH RULES

7.01

- (a) The minimum age for Assistant Coaches of Novice and lower is 14 years of age and the Coach must have completed NCCP Community Development level prior to being on the bench. The minimum age for Assistant Coaches of PeeWee and up is 16 years of age and up.
- (b) In all divisions in at the Minor Box level, no one but players in uniform and suitably registered and trained/certified bench personnel shall be permitted to occupy the player's bench. A maximum of four (4) non-playing personnel are allowed on the bench. Certified trainers or other qualified personnel shall only be allowed on the bench to attend to player injuries. Where facilities do not permit access to the bench without entry to the playing surface, a certified trainer will be allowed on the bench.

7.02

The names of all bench personnel must appear clearly on the official game sheet (including trainers). The game sheet will be duly signed by the manager, or head coach, certifying that the noted bench personnel are qualified to occupy the bench. No persons shall occupy the bench unless their name appears on the score sheet.

It shall be considered an offense to falsely certify a game sheet.

7.03

- (a) All bench personnel must meet the following requirements to participate in any BCLA sanctioned games in the Novice division and below:

- 1) All Coaches must have successfully completed the minimum requirements outlined in the current Form 100B and/or Form 100M in the division of which they participate, by the deadline set by the BCLCG (May 1 – Minor Box/Women's Field; April 20 – Senior Box; October 1 - Field).

- (b) All bench personnel must meet the following requirements to participate in any BCLA sanction games in PeeWee and above (Box) and U12 and above (Field):

- 1) All Coaches must have successfully completed the minimum requirements outlined in the current Form 100B and/or Form 100M in the division of which they participate, by the deadline set by the BCLCG (April 20 – Senior Box; May 1 – Minor Box/Women's Field; October 1 - Field).

- (c) Trainers must be certified a minimum of first responders (firemen, ambulance, armed forces personnel, medical profession) or, have an approved and valid trainer's certificate (or its equivalent including the "Trainers Aide Training"), suitably registered on the form 100B, including certification number. A payment of \$5.00 to the BCLA must accompany the form 100B. Trainer certification numbers must be noted on all applicable games sheets unless a trainer is provided for an entire event by the BC Lacrosse Association (i.e., Minor Provincial Championships) or has been trained as a first responder (i.e., doctor, firefighter, nurse, etc.).

7.04

- a) The head coach of the team shall be responsible for the actions of all bench personnel on that team and will be held accountable for their actions.
- b) There must be an appropriate trained or certified coach on the bench at all times during BCLA sanctioned games. In the event of an ejection of a Head Coach, a trained coach may assume the position for the remainder of the game.

2022 Dry Floor Special Events

DATE	DAY	Arena 1	Arena 2	Arena 3	Arena Meeting Room	EVENT	STATUS	Permit #
March 8	Tuesday	Spring Ice	FIRST DAY DRY FLOOR			Pre-Season Dry Floor Time (exact start date and available floor times TBD)	CONFIRMED	NA
March 28	Monday	FIRST DAY DRY FLOOR	Regular Programming	Spring Ice				
March 29 to April 14	Tu/Thu	3:45-4:45pm				Maypole Dance Practice	CONFIRMED	64840
April 15	Friday	CLOSED	CLOSED	CLOSED	CLOSED	GOOD FRIDAY	CONFIRMED	Checked
April 18	Monday	CLOSED	CLOSED	CLOSED	CLOSED	EASTER MONDAY	CONFIRMED	Checked
April 19	Tuesday	3:45-6pm	Regular Programming			MD Dance Practice	CONFIRMED	Activity #64840 & R11417
April 21	Thursday	3:45-6pm	Regular Programming			MD Dance Practice	CONFIRMED	Activity #64840 & R11417
April 26	Tuesday	3:45-6pm	Regular Programming	Spring Ice		MD Dance Practice	CONFIRMED	Activity #64840 & R11417
April 28	Thursday	3:45-6pm	Regular Programming			MD Dance Practice	CONFIRMED	Activity #64840 & R11417
April 30 (Arena 1) or May 7 (Mabbutt Hall)	Saturday	6am-11pm	Regular Programming			Homecoming Dance will be Apr 30 in Arena 1 or May 7 in Mabbutt Hall	CONFIRMED	Activity #64840 & R11417 (A1) R11550 (MH)
May 3	Tuesday	3:45-6pm	Regular Programming			MD Dance Practice	CONFIRMED	Activity #64840 & R11417
May 4	Wednesday	6am-11pm	Regular Programming			MD Op Ceremony Dress Rehearsal / Load In	CONFIRMED	R11442
May 5	Thursday	6am-11pm	Regular Programming	Spring Ice		MD Opening Ceremony	CONFIRMED	R11431
May 6	Friday	6am-5pm	Regular Programming			MD Op Ceremony/Take Down	CONFIRMED	R11432
May 6 May 7 May 8	Friday Saturday Sunday	5-10pm 8am-5pm 8am-3pm	5-10pm 8am-5pm 8am-5pm			MD PoCo Minor Lacrosse Mini Tyke Lacrosse Tourney	CONFIRMED	R11434
May 23	Monday	CLOSED	CLOSED	CLOSED	CLOSED	VICTORIA DAY	CONFIRMED	Checked
May 25 May 26 May 27 May 28 May 29	Wednesday Thursday Friday Saturday Sunday	5-10pm 5-7:30pm 5-7:30pm 8am-2pm 8am-4pm	5-10pm 5-10pm 5-10pm 8am-5pm 8am-5pm	Spring Ice		PoCo Minor Lacrosse Pop Styles Tournament	CONFIRMED	R11435
June 20				FIRST DAY DRY FLOOR			CONFIRMED	NA

Revised Feb 22, 2022

CHANGES TO GAMES/PRACTICES & TOURNAMENTS

	TEAM	FLOOR ALLOCATOR	REFEREE COORDINA TOR	OTHER TEAM	DIVISION COMMISSIONER
PRACTICES	X	X * if you don't use your time, can be given to another team			
TBR GAMES (Home Team)	X	X *Need to find another game time and release conflict time	X * Need to find new refs and cancel conflict game refs	X *Provide them with new time slot and location	X * Advise of changes
TBR Games (Away Team)	X * Let team know about new time and location	X *Advise if new game conflicts with a practice time space can be given to another team		*Ask for a new time slot and location	(Home team should be advising Commissioner)
Prior to Games				X *Confirm time and location – best to do for both home and away games	
Tournaments	X *Let team know times and locations	X * If you are not using your practice slot it can be released	X *Only if you need to cancel a HOME game due to a conflict	X *If you need to TBR a game since you are in a tournament	X *Advise Commissioner of tournament locations and dates



One Game Permit Minor Box Lacrosse

Player Name: _____

Team: _____

League: _____

Is permitted to play one game

on the (Date): _____

for (Team): _____

in the (League): _____

Select one: Player ☐ Goalie ☐
Number of games player has played up to any other team: _____

Date

Authorized Team Official

See BCLA Minor Directorate OP Regulation 4.07 (c) for full rules/policy around call up players.

Copies to Commissioners: (please check BOTH Leagues involved):

16U (Midget)	<input type="checkbox"/> A1	<input type="checkbox"/> A2	<input type="checkbox"/> B	
Bantam	<input type="checkbox"/> A1	<input type="checkbox"/> A2	<input type="checkbox"/> B	<input type="checkbox"/> C
PeeWee	<input type="checkbox"/> A1	<input type="checkbox"/> A2	<input type="checkbox"/> B	<input type="checkbox"/> C
Novice	<input type="checkbox"/> A1	<input type="checkbox"/> A2	<input type="checkbox"/> B	<input type="checkbox"/> C
Tyke	<input type="checkbox"/>			
Mini-Tyke	<input type="checkbox"/>			

Female Division

Junior	<input type="checkbox"/> A1	<input type="checkbox"/> B
16U (Midget)	<input type="checkbox"/> A1	<input type="checkbox"/> B
Bantam	<input type="checkbox"/> A1	<input type="checkbox"/> B
PeeWee	<input type="checkbox"/> A1	<input type="checkbox"/> B
Novice	<input type="checkbox"/> A1	<input type="checkbox"/> B
Tyke	<input type="checkbox"/>	



Port Coquitlam Minor Lacrosse

Medical Information Form

PLAYER INFORMATION

Player Name:		Date of Birth:	
Home Address:		Postal Code:	
Phone #:	Cell Phone #:	Email:	
Doctor's Name:		Phone #:	
Dentist's Name:		Phone #:	
Care Card Number:			

EMERGENCY CONTACTS

Mother's Name:		Work #:	Cell phone #:
Father's Name:		Work #:	Cell phone #:
Alternate Contact:		Relationship to player:	
Home Phone:	Work #:	Cell phone #:	

RELEVANT MEDICAL HISTORY: Please circle the appropriate responses and provide details below.

Y	N	Previous history of concussion	Y	N	Fainting episodes during exercise
Y	N	Epileptic	Y	N	Wears Glasses
Y	N	Wears Contact Lenses	Y	N	Are lenses shatterproof (glasses)
Y	N	Wears Dental Appliances	Y	N	Hearing Problem
Y	N	Asthma	Y	N	Trouble breathing during exercise
Y	N	Heart Condition	Y	N	Medication
Y	N	Diabetic: Type 1 _____ Type 2 _____	Y	N	Allergies
Y	N	Has any problems that would interfere with participation of a Lacrosse Team			
Y	N	Wears a medical information bracelet or necklace. For what purpose _____			
Y	N	Has had an illness that lasted more than a week and required medical attention in the past year			
Y	N	Has had any injuries requiring medical attention in the past year			
Y	N	Has been admitted to hospital in the last year			
Y	N	Surgery in the past year			
Y	N	Presently injured. Injured body part: _____			

Please give details if you answered "yes" to any of the above. Use separate sheet, as necessary.

I understand that it is my responsibility to keep the Team Manager advised of any change in the above information as soon as possible. In the event of a medical emergency and that no one can be contacted, Team Management will arrange to take my child to the hospital or a physician if deemed necessary. I hereby authorize the physician and nursing staff to undertake examination, investigation, and necessary treatment of my child. I hereby authorize release of information to appropriate people (coach, physician, etc.) as deemed necessary.

Date: _____ Signature of Parent or Guardian: _____

PORT COQUITLAM MINOR LACROSSE
Referee Pay Sheet

Box – Season 2022

Team _____

Level _____

Game No.	Date	Referee Signature	Referee Signature	Shot Clock Signature
		Sign _____ Print _____	Sign _____ Print _____	Sign _____ Print _____
		Sign _____ Print _____	Sign _____ Print _____	Sign _____ Print _____
		Sign _____ Print _____	Sign _____ Print _____	Sign _____ Print _____
		Sign _____ Print _____	Sign _____ Print _____	Sign _____ Print _____
		Sign _____ Print _____	Sign _____ Print _____	Sign _____ Print _____
		Sign _____ Print _____	Sign _____ Print _____	Sign _____ Print _____
		Sign _____ Print _____	Sign _____ Print _____	Sign _____ Print _____
		Sign _____ Print _____	Sign _____ Print _____	Sign _____ Print _____
		Sign _____ Print _____	Sign _____ Print _____	Sign _____ Print _____
		Sign _____ Print _____	Sign _____ Print _____	Sign _____ Print _____
		Sign _____ Print _____	Sign _____ Print _____	Sign _____ Print _____
		Sign _____ Print _____	Sign _____ Print _____	Sign _____ Print _____

At the end of the season, remaining money and sheets are to be returned to the Division Manager

