

## PRE-GAME CHECKLIST

- 1. Check clock/timer when you arrive.**
  - Make sure game clock is counting down correctly.
- 2. Ask Timer or Game Administrator or Head Coach if there will be announcements.**
  - If there will be announcements before the National Anthem, make sure clock is set to run down to 00:00 at 10MIN prior to game start time.
  - If there are no announcements, clock can be set to run down to 00:00 at five minutes before game time.
- 3. Walk the field. Check both goals/nets and all lines (including goal lines)**
  - If there are any discrepancies with lines or nets or field hazards, report them immediately to Game Administrator or Head Coach to have them fixed.
  - Remember, no cones are allowed anywhere in the playing area on the field.
- 4. Speak with Timer. Give Timer one-page sheet that describes duties. Make sure they are comfortable with job. **Make sure they know that they are to time all Time-Outs.****
- 5. Speak with the Announcer. Make sure the Announcer knows that the National Anthem is played after line-up announcements.**
- 6. Check the Score Keeper & Table.**
  - Tell Game Administrator or Home Team Head Coach that there must be a Score Keeper at the table next to the field, when there is 15:00MIN left on the clock.
  - Write name of Game Administrator in the score book. (New procedure in 2017)
  - Tell both Coaches that line-ups/rosters must be at the table when there is 10:00MIN left on the clock.
  - Make sure there is a Pylon or other indicator for Alternate Possession.
- 7. Check that the Substitution Area has been created with cones. Fix the area if necessary.**

## **COACHES & CAPTAINS MEETING**

1. **Do you certify that all players are legally equipped in accordance with ASTM and NOCSAE standards?**
2. **Relay any field hazards, line discrepancies, or unusual circumstances.**
3. **If applicable, discuss appropriate/applicable inclement weather procedures (if weather will be an issue that day). Skip this if there are no weather concerns**
4. **Discuss time-out procedures. (Only Head Coach or player can request T/O)**
  - Two TOs may be requested.
5. **Discuss stick check requests.**
  - Two stick checks may be requested.
6. **Remind Coaches to substitute players through Substitution area.**
7. **Ask if they have any questions on rules.**
8. **Coaches may leave meeting at this point.**
9. **Ask captains the amount of time for half-time.**
10. **Ask if the Captains have any questions.**
11. **Coin toss: Visiting Team calls coin toss. If they win coin toss, they may request:**
  - 1st Alternate Possession
  - or
  - Select the goal they would like to defend.
12. **After the Meeting, tell the Table which Team will begin the game with 1st Alternate Possession**