

GAME DAY PROCEDURES APPLY TO ALL HOME GAMES

Pre-Game:

- Designate the off-ice officials for the game – a Game Supervisor (typically yourself) an official timekeeper (i.e., scoreboard operator) and scorer (i.e., individual who will record all goals, penalties, timeouts, etc.) All off-ice officials **MUST BE ADULTS** and these individuals must act and behave impartially before, during and after the game.
- Fill in the score sheet with as much information as possible including your team's playing roster, coaches (with their CEP Level and card number along with their signatures, and GM. Note: **List only those players and coaches who are PRESENT and ACTIVE in the game. If you are using pre-printed stickers, make sure you cross out the names of players not playing either due to absence or suspension.** For Home and Away games **MAKE SURE YOU INDICATE SUSPENDED PLAYERS AND COACHES** in the spaces provided on the score sheet or they will not be "credited" with having served their suspensions if you do not. If no such space is provided, write their names/numbers somewhere on the score sheet with an indication that they are serving suspensions.
- Give score sheet to your counterpart or coach on the visiting team to fill in their playing roster. **Ensure that the opposing team coaches are listed.**
- Give completed sheet to the official scorer.
- Designate and introduce the **GAME SUPERVISOR** to the senior on-ice official/referee.
- Verify the number of on-ice officials working the game.

During the Game:

Enjoy the game but monitor the complexion of the game both on the ice and off. This includes behavior in the stands or other spectator areas. Notify the Game Supervisor (if he/she is other than yourself) of any potential situations.

Post Game - Immediate:

- Ensure that the official scorer obtains signatures of both head coaches on the score sheet
- Ensure that the official scorer submits the score sheet to the senior on-ice official/referee for his/her review, makes any final notations, then signs the score sheet along with all other on-ice officials.
- Disperse copies of score sheet as follows:
 - Goldenrod: to senior on-ice official/referee (they may decline it)
 - Pink: to visiting team GM or coach
 - Yellow: you or your coach
 - White/Original: mail/deliver to LIAHL "AA"/"A" statistician (see below for additional detail)
- **Inform Glen Yee or Kevin Rodgers immediately of any player injuries, or game day incidents (e.g., player or coach ejection, game misconducts, parental violence, etc) – when in doubt – report it!!!**

Post Game Reporting:

- Report the game score on the LIAHL website.
- AA Teams - Mail white/original scoresheet to LIAHL "AA" Statistician Glen Yee, 3067 Shore Road, Bellmore, NY 11710, no later than two calendar days following the date of the game. Legible copies of your non-LIAHL away game scoresheets should also be mailed to Glen.
- A Teams - Mail white/original scoresheet to LIAHL "A" Statistician Blaine Aronovitch 65 Arrandale Avenue, Great Neck, New York 11023, no later than two calendar days following the date of the game. Legible copies of your non-LIAHL away game scoresheets should also be mailed to Blaine.