

Policy Revision	Section(s) revised	Change Description	Effective Date
0		Reformat	Sept 2019
1		Updates in Red	Sept 2022

4. Game Responsibilities Policy

4.1. Game Reports

- 4.1.1. Game Scores and Game Reports must be submitted via Sportzsoft TeamWeb by the winning team within 24 hours of the game being played. In the event of a tied game, the home team is to assume this responsibility.
- 4.1.1.1. The reporting coach must ensure the following information is clearly printed on the Game Report at the end of the game. Failure to do so may result in the loss of the points in the event of a win, or the loss of the single point to each team in the event of a tie.
- Type of game, (i.e. League, Exhibition, City Championship)
 - Division, (i.e. U12, U14) In the case of interlocking divisions, list both divisions and levels.
 - Level, (i.e. "AA", "A", "B" or "C")
 - Date and game start time.
 - Location of game (arena name)
- 4.1.1.2. Failure to provide a properly completed Game Report may result in the loss of points for that game.
- 4.1.2. Final standings will reflect the tabulation of game results from the official Game Reports. Points awarded to a team that does not submit a Game Report in accordance with the above stands to lose those points at the discretion of the League Director.
- 4.1.2.1. In the event of a conflict or protest of the final standings, the Official Game Report will govern the final standings.
- 4.1.3. Game Reports for all City Championship games must be uploaded within 4 hours of completion of the game.
- 4.1.4. Names on Game Reports must be legible, including officials. Goaltender(s) must be marked with (G) or (AG) after their name on the Game Report. If affiliate players are used, they must be designated with (AP) after their name. Captains must be marked with (C) or (AC) for U12 and up.
- 4.1.5. Players must sign the back of the Game Report if requested to do so by the referee or attending **League** Official (e.g., Division Coordinator or League Director).

4.2. Minor Officials

- 4.2.1. The home team is responsible for ensuring that minor officials are available, including game timekeeper, game scorekeeper, and penalty box attendants.
- 4.2.2. Where possible, the home team should provide the game timekeeper and the visiting team should provide the game scorekeeper.

4.2.3. The visiting team may have at least one person in the timekeeper's box.

4.3. Shot Clocks

For Ringette Calgary league play and City Championships Shot Clock use applies to all divisions EXCEPT Active Start and U10 Steps 1, 2 and 3.

4.3.1. It is the responsibility of the home team to ensure the availability and set-up of the shot clocks.

4.3.2. The Home team is responsible to ensure that there is a shot clock operator. In the event that there is no clock or operator the game will be played without the use of the shot clock rules.

4.3.3. In the event that one of the shot clocks is not functioning then the game will be played without shot clocks.

4.4. Game Start Time

Any team in attendance but not ready to begin play within five (5) minutes of scheduled game time will lose the game by forfeit. This is to be indicated on the Game Report and signed by the referees.

NOTE: The referee will immediately notify both teams of the situation and advise that the offending team has five (5) minutes to ice its players and to begin play. Failure to comply with this five (5) minute start rule will result in a forfeit in favor of the non-offending team but, if possible, the game should still be played as an exhibition game.

4.5. Team Colors

It is the responsibility of the home team to declare their colors to the opposing team prior to the game. In the event of conflict, the **visiting team** must change colors.