



***british
columbia
lacrosse
association***

2011-2012

OPERATING POLICY:

MINOR BOX LACROSSE

Revised October 2011

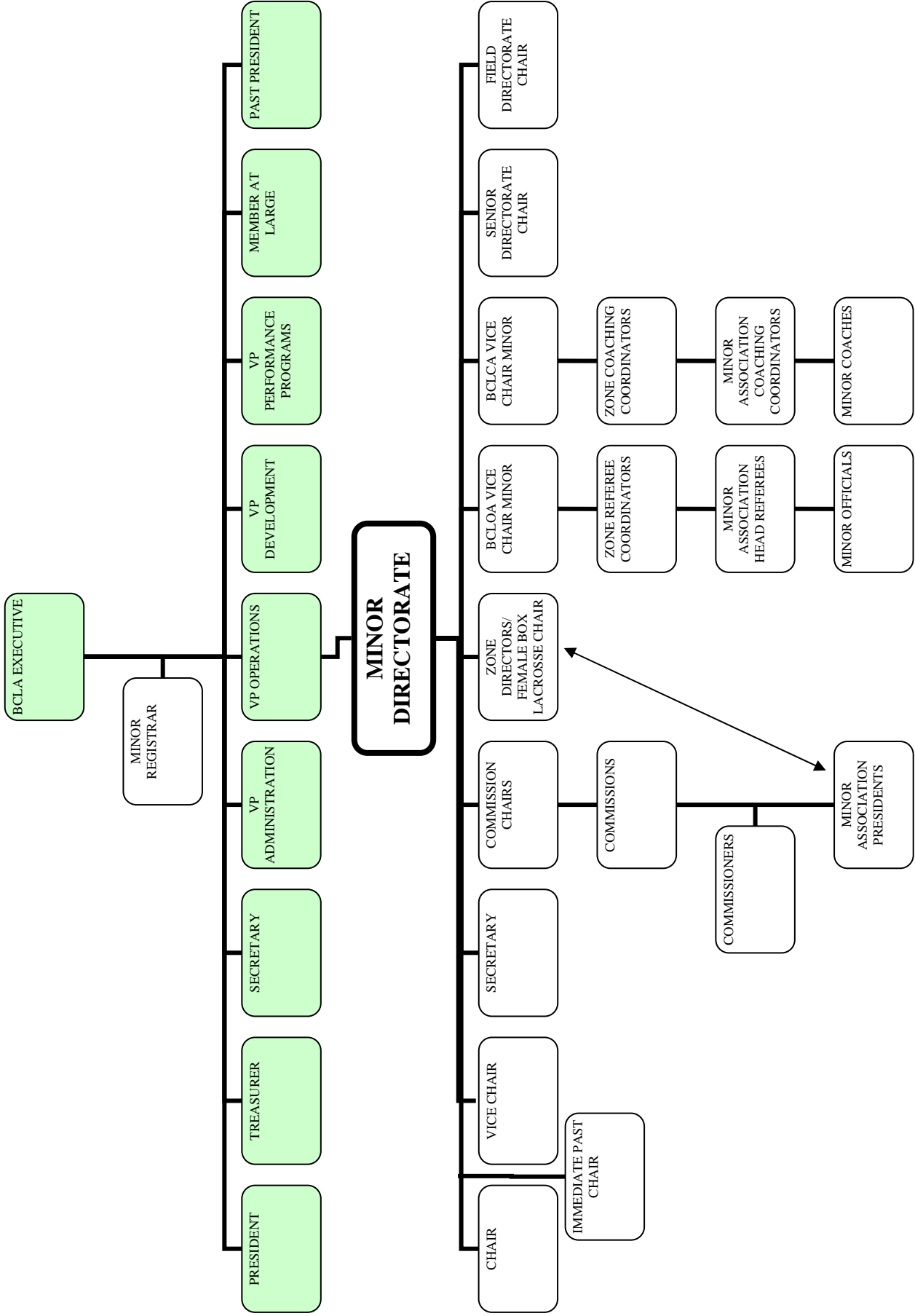
B.C. LACROSSE ASSOCIATION

MINOR DIRECTORATE OPERATING POLICY

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MINOR DIRECTORATE COMMUNICATION CHART

October 2011



MINOR DIRECTORATE REGULATIONS

REGULATION 1: STRUCTURE

1.01 ROLES AND RESPONSIBILITIES

The Minor Directorate

- (a) Governs lacrosse for all Minor players and Female Box up to and including Female Junior players.
- (b) Sets Disciplinary Rules
- (c) Provides a Commissioners' Package
- (d) Sets Provincial Directive and a format for Minor Provincial tournaments
- (e) Sanctions all Minor tournaments

The Minor Directorate Chair

- (a) Shall preside at all Minor Directorate meetings
- (b) Shall ensure the affairs of the Directorate are being carried out
- (c) Shall ensure the procedures set out in the By-Laws and Constitution are being followed
- (d) Shall attend the VP Operations meetings
- (e) Is responsible to call meetings of the Directorate (usually every second month)
- (f) Work with all members of the Directorate to ensure the game is of a high calibre and standard
- (g) Is the deciding vote in case of a tie
- (h) Is responsible to all members of the Directorate, not a Commission or an individual
- (i) Shall be elected for a two year term in even years
- (j) In the event of a vacancy on the Minor Directorate Executive, the Chair may appoint a replacement to fill the vacancy until the next Special Session. If more than a year remains in the term, an election shall take place at the next Minor Directorate Special Session to elect a replacement to the end of the position's term.

The Minor Directorate Immediate Past Chair

- (a) Shall act as a liaison between the previous and current Minor Directorate.
- (b) Will help maintain the continuity and direction of the Minor Directorate from one year to the next, and will act as mentor to the newly elected Minor Directorate Chair and Vice Chair, when necessary.
- (c) This position shall be for a one-year term immediately following the individual's final term as Chair.
- (d) Is a voting member of the Minor Directorate.

The Minor Directorate Vice Chair

- (a) Shall attend all Minor Directorate meetings
- (b) Shall assist the Chair as requested
- (c) Will preside over meetings when the Chair is not available
- (d) Has a close working relationship with all members of the Minor Directorate
- (e) Assists in developing the game of lacrosse
- (f) Is responsible to all members of the Directorate, not a Commission or individual
- (g) Shall be elected for a two year term, in odd years

The Minor Directorate Registrar

- (a) Shall be responsible for the administration of the BCLA Online Minor Player Database, filing of all player registration forms and team declarations for all Minor divisions.
- (b) Shall check that all forms are completely filled in and signed.
- (c) Shall verify that all players are in the proper Association per boundary rules unless a fully signed transfer is provided.
- (d) Shall maintain a Grandfathered and Transferred list of Players
- (e) Shall work with Minor Association Registrars to deal with any discrepancies.

- (f) Shall provide year-end registration statistics to the BCLA Executive Director, and have them available for the Provincial Playoff Director by the Minor Directorate Declaration Meeting.
- (g) Shall be responsible to the Chair of the Minor Directorate
- (h) Shall attend Minor Directorate Meetings as required.
- (i) Shall be appointed by the Minor Directorate.

Minor Directorate Zone Director

- (a) Is voted in by the Commission and ratified by the Minor Directorate and the BCLA Executive. Where there is no Commission in place, the Minor Directorate Chair will contact all Association Presidents in a Zone to confirm a Zone Representative is supported by the Local Associations.
- (b) Attends Commission meetings
- (c) Is a voting member of the Minor Directorate and attends their meetings
- (d) Main communication link between Minor Directorate and Commissions
- (e) Maintain good communication between Associations and the Commission
- (f) Monthly contact with Association Presidents in their Zone
- (g) An Ad Hoc member of every Association in their Zone
- (h) Ensure they work for all Associations in their Zone
- (i) Ensure all Associations in their Zone are familiar with the By-Laws and Constitution along with the Operating Policy of the BCLA and the Minor Directorate
- (j) Provide guidance on Constitution and By-Laws and the Operating Policies of the BCLA and Minor Directorate to Associations in their Zone
- (k) Work with Associations in their Zone on the nomination of Zone Lacrosse Player of the Year
- (l) Set up trials for Summer Games and assist in selecting Coaches and players
- (m) Ensures all forms are sent out and returned within the correct time lines to allow teams to qualify for Summer Games
- (n) Assists all participants in maintaining a good calibre and standard of the game
- (o) Serve as an agent of the Minor Directorate, and as such, carries out its mandate
- (p) Responsible to liaise with the BCLA Technical Director and the BCLCA Zone Co-ordinator to ensure that all Association Presidents, Coaching Co-ordinators and League Commissioners are advised of the names of all suspended coaches who fail to meet the minimum standards of the Form 100B as of the deadline of May 1.

Female Box Lacrosse Chair

- (a) Responsible to the Minor Directorate for Female Only Box Lacrosse.
- (b) To oversee all aspects of female box lacrosse in the province of British Columbia
- (c) To work with the various commissions to promote female box lacrosse in their Commission
- (d) To act as commissioner when no commissioner is available at the local commission level
- (e) To be given a vote on the Minor Directorate.
- (f) Shall be elected for a two-year term in odd years.
- (g) To be part of development/promotion.

Commission Chairs

- (a) Communication link between the Minor Directorate (through Zone Directors) and their Associations
- (b) Ensure good communications with the Executive and their Associations and possibly with players and parents
- (c) Maintain a good working relationship with all Associations within their Commission
- (d) Responsible to Minor Directorate and all Associations within the Commission
- (e) Responsible for schedule and guidelines for league play and Provincial play-offs in their Commission
- (f) Select their Commissioners, as per Commission Operating Policy and acts as Head Commissioner
- (g) First level of appeal on all matters within their Commission (jurisdiction, players discipline and player movement)

League Commissioners

- (a) Rule on disciplinary matters for their league in their Commission, following the Minor Directorate Disciplinary Rules, using the Minor Directorate Suspension Tracking Sheet provided in the Commissioner's Package, submit at the end of the season to the Provincial Director and to the Minor Directorate Secretary for purposes of tracking carryover suspensions into the next box season.
- (b) Ensure all teams are tiered properly. Watch for inequality of teams within their league and the placement and movement of teams, as per Commission Operating Policy.
- (c) Assist in making schedules for their league
- (d) Attend Commission meetings
- (e) Ensure copies of score sheets are given to the Chair of the Commission monthly
- (f) Any communication between League Commissioners and coaches should include Head Coaches.
- (g) League Commissioners report directly to the Commission Chair.

Female Box Commissioner

- (a) Rule on disciplinary matters for their league in their commission, following the female rules and the minor directorate disciplinary rules where applicable and using the Minor Directorate Suspension Tracking Sheet provided in the Commissioner's Package, submit at the end of the season to the Provincial Director and to the Minor Directorate Secretary for purposes of tracking carryover suspensions into the next box season.
- (b) Assist in making schedules for their leagues.
- (c) Attend commission meetings.
- (d) To work with the chair to promote female box lacrosse in their commission.
- (e) To act as liaison between coaches, associations and the chair person.

Associations

- (a) Members of a Commission
- (b) Responsible for lacrosse in their residential area as defined by their Association boundaries.
- (c) Communication link between the parents, players and bench personnel and their Commission
- (d) Sends a representative to all Commission meetings

REGULATION 2: PLAYING DIVISIONS

2.01 The ages of players prior to January 1 of each playing year shall be as follows:

Minor Box

Midget ..	under 16 years
Bantam ..	under 14 years
PeeWee ..	under 12 years
Novice ..	under 10 years
Tyke ..	under 8 years
Mini Tyke ..	under 6 years, but at least 4 years old

Female Box:

Junior	under 21 years
Midget	under 16 years
Bantam	under 14 years
PeeWee	under 12 years
Novice	under 10 years

REGULATION 3: REGISTRATION

- 3.01 The onus of being properly registered is the responsibility of the Associations or teams, and not the BCLA.
- 3.02 On or before January 1 of each year, the Treasurer shall invoice each association for 50% of the previous year's registration fees, to be paid by March 15.

- 3.03 Each Association is responsible to enter and maintain the Association's players on the BCLA on-line player database.
- 3.04 For those Associations who run house league systems and combine teams for provincial play, the Association must submit to the Registrar of the Minor Directorate, the additional Provincial Team lists on the supplied electronic template. Combined Team lists must be e-mailed to the Registrar and in addition can be faxed or mailed to the BCLA prior to May 31 of the playing year. Provincial lists must include the division and level of play (i.e., Provincial Team – Bantam A2). This will ensure the team is registered with the BCLA, but will avoid duplicate billing of players by the BCLA.
- 3.05 Each association will submit to the BCLA Office, prior to May 15 of each playing year, one copy of each player's BCLA-approved, completed registration form along with a team list generated from the on-line database. Failure to comply with said dates will result in the offending association to be fined \$250.00, and another \$250.00 for each additional seven-day period that the registration forms are not received.
- 3.06 No player registrations will be accepted after May 15 without first obtaining the League Commissioner's approval. The League Commissioner will not be able to approve any registrations after June 20.
- 3.07 To register these later players, the association will get approval from the League Commissioner who in turn, will email the Registrar of the Minor Directorate supplying the player's name, address, birthdate and applicable team information. The MD Registrar will add the player's name to the appropriate team list and update the registration database. Within 5 days, the association registrar will fax a copy of the registration form to the BCLA Office followed by the original registration form mailed to the BCLA office.
- 3.08 Association registration fees invoiced must be paid on or before June 30 of the current year. All teams of a defaulting association will not be permitted to compete in Provincial or National Championships.

REGULATION 4: PLAYING RULES

- 4.01 All games shall be played according to the playing rules set down by the Minor Directorate, and ratified by the Executive, prior to February 1 of the playing year.
- 4.02 The Minor Directorate will instruct member Associations that there is to be strict interpretation of the CLA rules and the Minor Directorate policy as written.
- 4.03 Where there are two teams from one Association playing in one league, there is to be no criss-cross of players from one team to another and back after May 7 of the playing year (see Section 4.09). Where it is necessary to have players criss-cross laterally, this shall be limited to a maximum of three (3) players on a game-by-game basis only. Each player is only able to criss-cross over laterally a maximum of two (2) times. A limit of only five (5) player movements can be made prior to rosters being set. In special circumstances and with valid reason, a team may request a further movement only with the permission of the local Commission. Players are to be clearly marked as, for example, "Criss-crossed from Team 1" in game sheet notes. If said infraction occurs after May 7 of the playing year, the player would be eligible for his registered team only.
- 4.04 (a) Any player who is playing on a team that the player is not a properly registered member of (i.e., call-up player) must have that player's name appear on the scoresheet prior to the start of the game.
- (b) Any team found guilty of playing an ineligible player during a regularly scheduled, sanctioned tournament or playoff games shall forfeit all games won during which an ineligible player was a participant. Should this occur in the playoffs, then only the games played in the playoffs will be awarded to the opposing side.

- 4.05 Team standings in scheduled leagues shall be determined as follows:
 - A win shall count for two points
 - All draws or tied games, one point to each team
- 4.06 The thirty second clock is to be used in league games from Novice age and up.
- 4.07 (a) A player may play up one division or calibre higher than that in which he/she is registered on a game by game basis only with the approval of the coach or if unavailable, another team representative as defined by the Form 100, of the team the player is registered with.
 (b) A player may play up one division higher than that in which he/she would be registered in accordance to 2.01 for the playing year only with the approval of the player's association.
 (c) Any player who has played up a total of five or more league games, playoff games, sanctioned tournament games, or combination of, in any division or calibre higher than the one in which he/she is registered, must for the remainder of that year play for the higher division or calibre in which he/she played his/her fifth game. The Home Association will determine which team in that division that the player will play on if there is more than one team in the higher division or if the player has played across multiple levels in a tiered division.
 (d) A team may participate in a higher calibre sanctioned tournament without impacting team or player eligibility unless 4.07 (c) applies.
- 4.08 (a) In zones where tiering does not take place, multi-association "select" teams will be allowed to be formed to play at the "A" level provided that:
 (i) The tournaments that they attend are "A1" tournaments. In extenuating circumstances, with rationale, a zone may request and must receive authorization from the Minor Directorate to play at the "A2" level.
 (ii) That each tournament co-ordinator be notified in writing and confirm by return e-mail that the team is a "select" zone team and, that being informed of this, that the team is still welcome at the tournament.
 (iii) That each association in the commission agrees in writing to let the athletes from their own association who are chosen for the "select" team play out for the tournaments.
 (b) "Select" zone teams will not be eligible to compete at any provincial championships.
 (c) Games played while on the "select" team will not count towards the five game rule for athletes as described in Regulation 4.07 (c).
- 4.09 After May 7 of the playing year, no player shall be able to be transferred to another team unless 4.07 (c) applies.
- 4.10 Rules for tyke, mini-tyke and female box will be included in the Minor Directorate's commissioners package and may be amended by the Minor Directorate if necessary. These rules will be binding upon all commission play and must be consistently applied throughout the province.
- 4.11 In all aspects of Minor Directorate Play, the practice known as Offence/Defence is not to be played in any of its forms. Offence/Defence is simply defined as a Player playing only one end of the floor at even strength.
- 4.12 No team or player may play more than two (2) games per day (a calendar day) in exhibition, tournament, league or playoff games. This includes players playing up in Seniors on a one-game permit.
- 4.13 All players in all divisions under the jurisdiction of the Minor Directorate must have stop signs placed on the back of the jersey, above the number. Please Note: These stop sign crests can be screened onto the jerseys, or crests are available from the BCLA Office.
- 4.14 **Female Box Lacrosse Playing Rules**
 (a) Female Box Lacrosse Rules – Novice (as per Minor Directorate Commissioner's Package)

- (b) Female Box Lacrosse Rules – PeeWee, Bantam, Midget, and Junior (as per Minor Directorate Commissioner’s Package)
- (c) It is mandatory for all registered referees to attend BCLA referee clinics in each playing year.
- (d) The Minor Directorate will instruct the BCLOA that there is to be strict interpretation of the Female only rules and the Minor Directorate policy as written.

REGULATION 5: COMMISSION COMPETITION

- 5.01 The control of all league competition shall be vested in the Commission. The control of inter-commission and inter-provincial competition shall be vested in the Minor Directorate who may establish a commission to govern such play. Where there is no Commission in place, there must be a minimum of four (4) games played between (the two) Associations per division.
- 5.02 Competition will be open to all teams of each age group within leagues as organized by the Commission and/or league Commissioner.
- 5.03 In Commissions that form all leagues in PeeWee, Bantam, Midget and Female Junior Divisions, all movement of teams by the Commission must be completed by June 1. After June 1, no team shall be moved for league or Provincial Championships play.
- 5.04 In Midget, Bantam and PeeWee, where “C” leagues are formed, no association may declare a “C” calibre team with more playing experience than the following:
- | | |
|--------|---|
| PeeWee | – 2 years times the number of registered players except the 3 most experienced players. |
| Bantam | – 3 years times the number of registered players except the 3 most experienced players. |
| Midget | – 4 years times the number of registered players except the 3 most experienced players. |

Example (PeeWee) 15 registered players
 Total number of years of experience is 24 years: $(15-3) \times 2 = 24$.

A team list, including player’s years experience, must be sent to the League Commissioner by the Association Registrar by May 7 of the playing year, who must in turn notify the Association President if the numbers are not in compliance.

Failure to comply with sending in a team list with years experience will result in the team losing all league points accumulated to the date that the team registration lists are sent to the Commissioner of the League by the Association Registrar. Any team failing to have submitted complete lists of players and players years experience will be ineligible for Provincial Playdowns and Provincial Championship play.

- 5.05 In Midget, Bantam, Pee Wee and Female Junior, "A1", "AII", "B", and "C" leagues may be formed. Where an association has two or more teams in any one league, those teams must be equally balanced by calibre and strength, with the exception of “A1” with the local commission approval. Failure to obtain approval before the start of the season from the local commission will make the teams ineligible for Playdowns and Provincial Championships. “A1”, “AII” and “B” leagues shall be recognized by the BCLA for Provincial Championship purposes. All Female teams must be balanced when in a non-tiered league.
- 5.06 All league play must be completed prior to playdown competition.

REGULATION 6: MOVEMENT – MINOR TO SENIOR

- 6.01 No player qualified to play within the jurisdiction of the Minor Directorate shall sign a Senior player registration form.
- 6.02 Notwithstanding the foregoing, a Minor Directorate player of Midget age may play up in a higher league with the permission of the Minor player's coach. There is no limit to the number of games a midget aged player may play under the Senior Directorate. The Minor coach or Minor Association designate must ensure the player's Minor obligations, including practices, league games, tournament games and Summer Games, are fulfilled before signing a one-game permit.
- 6.03 Violation of any of the above shall result in suspension of the player and the coach of the Minor Directorate team who signed the play-up card. The coach of the Senior Directorate team for whom he/she played will have any instance where this happens reviewed by the Commissioner of the said Senior Team and the information will also be provided to the BC Lacrosse Coaches Association respective Vice Chairs.

REGULATION 7: MOVEMENT – SENIOR BOX TO MINOR

- 7.01 Movement to play down in the Minor Directorate from the Senior Directorate will only be approved under the following conditions:
- (a) The Local Minor Association must approve in writing and forward to their local commission for approval.
 - (b) Upon approval, the request must be forwarded to the Minor Directorate for approval before April 1st of the playing year.
 - (c) Upon approval of the request by the Minor Directorate, the Senior Directorate will be informed.
- 7.02 Criteria for Approval:
- (a) Players must be within 365 days (one year) of Midget eligibility.
 - (b) Cannot be from an area where there traditionally is an Intermediate or Junior team already registered. When there is no Juvenile Team: over-age Female Box Players will be permitted to play down; male Box Players with one-year experience or less will be permitted to play down.
 - (c) Cannot be more than two (2) over-age players per team unless the Minor Association is less than two (2) years old. If the Association is less than two (2) years old, then the maximum number will be four (4).
 - (d) Over-age players are not eligible for playdowns or for Provincial Championships play.

REGULATION 8: MOVES

- 8.01 All players must sign and play with the association that administers lacrosse within the boundaries in which that player resides. Upon request, a parent or legal guardian may be required to provide two (2) of the residency validation documentation below, if requested by the association registrar or commission. All bills must be current. Accepted documentation is:
1. Property tax bill where primary residency grant has been claimed
 2. Hydro bill
 3. Gas bill
 4. Cable or satellite bill

If none of the above documents can be provided because the parent/guardian rents and does not pay own utilities, then the following shall apply:

1. A letter from the Landlord verifying rental agreement
 2. Driver's License or other Government issued ID with current address
- 8.02 In cases where the player's parents/guardians have joint custody and the child lives with both parents, residency shall be based on the residence in which the child spends the majority of time. If the custody arrangement is 50/50 and the parents live in different association boundaries, the child can chose which association he/she will play with in the first year. In subsequent years, in

order to change associations, both parents must provide a Statutory Declaration which states which parent the child is living with, the address where the child currently resides, and which school the child is attending. If further confirmation is required to verify school attendance, the parent, upon request, will provide a letter of authorization to the school directing the school to provide the BCLA representative with information as to the address of the player.

- 8.03 In all cases, where temporary guardianship has not been assigned by the courts, a Statutory Declaration of Residency form obtained from the BCLA Registrar – Minor Box must be supplied at the cost of the player. The player will be placed in the association where the Commission feels it would be in the best interest of the league and then the player.
- 8.04 If a player who has played the two previous consecutive seasons with the same association, other than the one where he/she current resides, and during that time, either met the release requirements described in Minor Directorate Regulation 8.09 or lived within that association's boundaries, the player is considered grandfathered with that association and has the option of signing with that association as a grandfathered player or registering with his/her new home association, where they currently reside.
- 8.05 Where there is no team available within the player's age group or in the case of a Female player, a team within the player's age group in the Female league, the player may play for another association with written release from his/her home association and written approval by their local Commission for the current playing season only. (This release is not counted as a grandfathering year.) The player will be placed where the local Commission feels it would be in the best interest of the League and player.
- In cases where there is no Commission, and the player is requesting a release into another Commission/Zone, the President of the other Association where the player is requesting a release from must also approve of this release. If the release is granted/approved, the player will be placed by the Commission/Zone the player is being released to and will be placed where the Commission feels it would be in the best interest of the League and then the player. If the release is not granted/approved, the player can appeal the decision with the Minor Directorate.
- 8.06 No player may sign with two associations in any one playing year, unless properly released.
- 8.07 A player who is signed with an association and moves to another area during the playing season must receive permission from the local commission of his/her new area before being eligible to play with a team in his/her new area.
- 8.08 Any player found participating in any lacrosse-related activities with a team they are not officially registered with will have his/her release request automatically denied.
- 8.09 In all cases, where a player is not playing in an association where he/she resides, a player release request form, properly signed by each authorizing party, must accompany the registration form submitted by each club to the BCLA Office. The Commission must sign-off on or before April 30 and a list of those approvals is to be supplied to the Minor Directorate Registrar within twenty (20) days. The player will be placed where the local Commission feels it would be in the best interest of the League and then the player. The only exception would be for Grandfathered players who do not require a signed release form, but must appear on the club's grandfathered list. Failure to obtain written permission prior to the registration deadline will make the current year ineligible to count towards grandfathering and may result in the player being declared ineligible. Minor Directorate Disciplinary Rules will apply.
- 8.10 Associations must provide a list of currently grandfathered players on or before May 15 of each playing year to the Registrar of the Minor Directorate. Failure to do so would make these players ineligible for provincial play.

- 8.11 For those players attending a specialized school (i.e., hockey school) that is far enough from their principle residence that they must live away from their immediate family and be billeted, will provide proof of school attendance in way of a school transcript. The billeted address will be recorded in the comments section in the registration database if the home address is being used as the address. The player will be placed where the commission feels it would be in the best interest of the league and player. At the end of the school year, if the player wishes to move back to his/her original home association before the June 20th deadline, 8.06 shall apply.

REGULATION 9: PROOF OF AGE

- 9.01 All applications for registrations shall be signed by the Registrar of the association or designate to which the player belongs. In the Minor divisions, a player's age must be verified against one of the documents listed below. A copy of this document can be kept on file with the association in a secure manner or can be visually verified with number recorded on the registration form. If the latter method is used, the number must be recorded in the registration database and parents must be informed they are responsible to provide proof of age, if requested.
- .. Government Birth Certificate
 - .. Certificate of Baptism
 - .. Letter from the Registrar of Births advising that age stated is correct.
 - .. Current Passport
 - .. Certificate of Indian Status Card
- 9.02 In the event that none of the above is available, the Commission may permit the player to play within its jurisdiction. Such approval shall be forwarded to the BCLA Office, and ratified by the Minor Directorate.

REGULATION 10: TEAM SIZE

- 10.01 No team under the jurisdiction of the Minor Directorate shall have more than 22 signed players, except with special permission of the Commission. Such exceptions shall be ratified by the Minor Directorate. Any team carrying more than 22 players will only be permitted to bring 22 players to Provincials and will not be permitted to use call-up players for the Provincial Tournament.
- 10.02 Each team shall be composed of five players, one designated goalkeeper, up to thirteen substitute players and one substitute goalie (i.e., a maximum of twenty).

REGULATION 11: TEAM DISBANDING

- 11.01 Proof of a team disbanding shall be with written notification to the local commission and the Minor Directorate Registrar. On proof of a team disbanding, players are automatically released from said team. If said team is a member of an organized league, the players shall not join one team, but shall be distributed among the remaining teams of the league, at the discretion of the Commission, with written confirmation.
- 11.02 Disbanding of a team means a team disbanding within a playing season, not after league season games are finished.

REGULATION 12: PROVINCIAL CHAMPIONSHIPS

- 12.01 The BCLA Minor Directorate shall ensure that hosts are obtained for all minor provincial championships from the minor associations, commissions or zones.
- 12.02 Control.
The control of all Provincial Championships is the responsibility of the Playoff Director who shall be a member or past member of and appointed by the Minor Directorate and in conjunction with the VP of Operations.

12.03 All Zones will play down to the following allotted number of teams:

Zone 1	1 team
Zone 2	1 team
Zone 3, 4, 5	3 teams
Zone 6	1 team
Zone 7	1 team
Zone 8	1 team
Host Association/Commission	1 team

* Any vacancies to be filled by the Provincial Minor Directorate.

- 12.04 (a) Provincial Championships shall be held for qualifying “A1”, “A2”, and “B” teams in Midget, Bantam and PeeWee Divisions.
- (b) C Provincials shall be held in divisions PeeWee, Bantam and Midget at the discretion of the Minor Directorate where sufficient teams are playing to hold a provincial. Divisions must have declared intentions from at least 4 provincial zones and at least 6 teams need to declare their intentions to enter such a provincial. If the C’s are held, then all following subsections are valid for the C’s as well.
- (c) Provincials shall be held in Female PeeWee, Bantam, Midget and Junior at the discretion of the Minor Directorate where sufficient teams are playing to hold a Provincial. Divisions must have declared intentions from at least four (4) provincial zones and at least six (6) teams need to declare their intentions to enter such a provincial.

12.05 **Eligibility.**

- (a) To be eligible to play in a Provincial Championship tournament, a player must have played in a minimum of four league, sanctioned tournament games or play-off games, or combination of, during the current year with the team they are registered with. In addition, for call-ups to be eligible, they must have played 4 games in total at a higher division and/or calibre than the team they are registered with. Proof of game sheets must be provided to the Playoff Director. A copy of the original team registration form will be used to verify the declared team roster at the coaches meeting.
- (b) Minors can only participate in one Minor Provincial Championship. Exceptions can be made for the position of goaltender only in exceptional circumstances, by the Playoff Director as per the current Minor Provincial Championship Directive.
- (c) In zones where associations run “house league” teams and no sanctioned tiered leagues are run, the four-game rule will not apply for Provincials. Players added from house league teams or lower divisions must be sanctioned by the Zone Director.

In zones where tiering does not take place, in established Associations with four (4) or more years of playing experience, with more than thirty (30) players in the same division excluding players with “0” experience (i.e., PeeWee, Bantam, Midget), the first declared team for the Provincial Championship must declare at an “A” level. In addition, in zones where tiering does take place in established Associations with four (4) or more years of playing experience with four (4) or more teams declaring in the same division for Provincial Championships, one of the declaring teams must be “A1”. In extenuating circumstances, with rationale, an Association may request (prior to June 1, as per Regulation 5.03) and must receive authorization from the Minor Directorate to play at a lower level.

- (d) A team defaulting any game in a playdown series shall be barred from further competition. All scheduled games played by such teams shall be counted as played, and all unplayed games shall count as wins to the team scheduled against the defaulting team. In extenuating circumstances, the Commission Disciplinary Committee shall rule.

- (e) Any and all teams declaring to play in the “C” Provincial Championships must follow the “C” calibre description as outlined in Regulation 5.04. Team eligibility will be validated at the start of the Provincial Championships. (Unless the team is moved down by the League Commissioner as outlined in Regulation 5.03.)
- (f) Any team ratified by the Minor Directorate and allowed to carry more than 22 players for regular league play will only be permitted to bring 22 players to Provincials and will not be permitted to use call-up players for the Provincial Tournament.

12.06 Declaration Forms.

Declaration forms for Provincials attached with a roster and certified cheque or money order payable to the BCLA of said teams to enter Provincial playdowns not received by the BCLA Office by the set date by the Minor Directorate for the playing season will result with the said team becoming ineligible for the Provincial playdowns and Provincials of the playing year. Declaration forms will not be accepted if the team has declared to play in a calibre lower than their final Commission placement.

If a team withdraws from participation in the Provincial Championship Tournament after declaration, the parent association could be fined \$1,000.00. After playdowns are completed, the parent association could be subject to a \$3,000.00 fine per team that withdraws. This policy shall be printed on the Provincial Declaration Form. It is further understood that Recognition Ceremonies are a part of the Provincial Championship Tournament and that teams participating in a Provincial Championship must also participate in the Recognition Ceremonies. Teams failing to participate in these Ceremonies will also be subject to the fines as indicated. A “Team” is defined as the roster declared at the Coaches Meeting.

12.07 Venue.

It is the responsibility of the Minor Directorate to set the dates and places of all Provincial Championships. The locations shall be chosen from applications received from Associations, Commissions or Zones wishing to host the “A1”, “A2”, “B”, “C” and Female Provincial Championships. The date will not be later than the first weekend in September. The host responsibilities of the Associations, Commissions or Zones chosen to host the “A1”, “A2”, “B” or “C” Provincial Championships will be as declared in the Provincial Playoff Directive.

12.08 Trophies.

Pennants and awards will be provided by the BCLA for all Championships. Gold, Silver, Bronze, as well as participation mementos may be provided at the discretion of the BCLA Executive, in A1, A2, B, C and Female Box Lacrosse Championships. Tournament All-Stars consisting of one playing member of each team. Game MVPs (one from each team) will receive awards in all Provincial games. An overall MVP will be chosen from each division. The ordering and distribution will be the responsibility of the Minor Directorate.

12.09 Host associations will be reimbursed expenses for floor time, balls and referees.

12.10 To be eligible to coach in a Provincial Championship, the coach of record must be fully certified as per the B.C. Lacrosse Coaches Association’s LCCP. A team must have a fully certified, registered coach as listed on the Form 100B to be eligible to compete in Provincial Championships. The coach of record may be substituted only as per Section 1.03 of the BCLCA Operating Policy.

12.11 The financing of the BCLA Minor Provincial Championships will be as declared in the BCLA Minor Provincial Host Agreement. Any sponsorships secured for the BCLA Minor Provincial Championships shall in no way restrict the ability of any association, commission or zone to host the A1, A2, B, C or Female Provincial Championships.

12.12 **(a) TIE-BREAKER RULE – FULL ROUND ROBIN**

In the event of a tie in points in playdowns and Provincial Championships, the Goal Average Formula will be used to determine the advancing team(s). After the completion of the Round Robin, final standings shall be determined as follows:

- (i) Two teams tied, the winner of game or games between the two teams advances. If still tied, the Goal Average Formula will be used to break the tie.
- (ii) Three or more teams tied, if one team has defeated the other teams with which it is tied after round robin play, that team shall advance. If this is not possible, the team with the best goal average advances. If two teams are required to advance, the goal average formula is calculated only once and the two teams with the best goal averages move on.
- (iii) In the event that two or more teams are tied with the same number of points and cannot be separated by the Goal Average Formula, the team with the greater number of goals scored against the team or other teams which it is tied shall be declared the higher team. If still tied, the team which scored the first goal in the tied game is to be declared the winner of that game.

GOAL AVERAGE FORMULA
GF divided by the sum of GF + GA = Goal Average

NOTE: Only goals scored in the games between the teams involved in the points tie shall be used in the Goal Average Formula.

(b) TIE-BREAKER RULE – TWO POOLS PLAYING CROSS POOL

In the case of a tie in Cross Pool Play, the following will be used to determine advancing teams:

- (i) Where two teams are tied, the winner of the game between the two teams advances. If still tied, the Goal Average formula is used.
- (ii) For instances where multiple teams are tied, the following will be used in the order listed to advance teams:
 - 1. Winners of games between the tied teams.
 - 2. Goal Average Formula (for entire pool)
 - 3. Most goals for
 - 4. Least goals against
 - 5. Least penalty minutes

12.13 In all playdowns, no teams shall play more than two games per calendar day. There will be a minimum of three hours allowed between games.

Any and all teams declaring to play in the “C” Provincial Championships must follow the “C” calibre description as outlined in Regulation 5.04.

- 12.14
- a) A Head Coach of a team at the Provincial Championships may protest on behalf of their team.
 - b) The protest must be in writing from the Head Coach and must be presented to the Provincial Playoff Director within an hour of the game being completed. The written protest must be accompanied by a cheque to the BCLA or cash to the value of two hundred and fifty dollars (\$250.00).
 - c) The protest must be noted on the gamesheet at the occurrence of the incident under protest.
 - d) The Provincial Playoff Director or Designate will hold a hearing on the protest. The Disciplinary Committee shall consist of not less than three (3) people selected by the Provincial Playoff Director or Designate. The Provincial Playoff Director or Designate will chair the hearing.
 - e) The Disciplinary Committee will make a decision on the protest and what remedy will be undertaken.
 - f) Whatever decision is determined, it is not eligible for appeal.

- g) Protests of an official's judgment call will not be entertained.
- h) Protest Hearings must be held at the Provincial Playoff Director's discretion at the earliest possible time.

REGULATION 13: NATIONAL CHAMPIONSHIPS

- 13.01 The Chair of the Minor Directorate or his/her designate is responsible to participate as an active member of the BCLA Team BC Committee.
- 13.02 The Team BC Committee shall consist of: BCLA Vice President – Performance Programs, BCLA Vice President – Operations, the BCLCA Chair, the BCLCA Vice Chair – Minor, the BCLCA Vice Chair – Field, the BCLOA Vice Chair – Minor, BCLOA Vice Chair – Field, BCLA Technical Director, BCLA Regional Coaches, the Minor Directorate Chair and the Field Directorate Chair.
- 13.03 The Minor Directorate Chair is responsible to ensure all administrative activities as they pertain to the Team BC Program are met and that a report is available for the Minor Directorate as required.

REGULATION 14: TOURNAMENTS

- 14.01 Invitational tournaments are encouraged at all levels as a means of giving enjoyment and encouragement to teams and players. Associations or commissions wishing to host invitational tournaments must inform the Minor Directorate which will sanction the tournament, and pass the information to all associations, Commissions and league Commissioners.
- 14.02 In order to avoid conflict, the Minor Directorate will maintain a master schedule of all invitational tournaments and advise holders of tournaments of open dates.
- 14.03 The supervising league Commissioner will be advised of the tournament by the Tournament Co-ordinator, and he/she is to be contacted during the tournament regarding any situation where a potential suspension exists. Only a League Commissioner or designate will administer the discipline for tournaments, and will do so using the **Minor Directorate Disciplinary Rules and Rule Interpretation** for the current playing year; and will ensure that disciplinary action is consistent with that administered during league play.
- 14.04 No more than two games per calendar day will be scheduled for each team during tournament play. Tournament rules and regulations will be submitted to the Minor Directorate prior to receiving sanction. There will be a minimum of one game time allotment between games.

A copy of the rules and regulations as accepted by the Minor Directorate will be given to the coach or manager of each team participating in the tournament, prior to the team's first game. "Failure to show" at any game by any team registered in a sanctioned tournament will result in a maximum fine of \$500 to the Home Association of said team, subject to extenuating circumstances as accepted by the Minor Directorate or designate.
- 14.05 In all commissions for tournament play, only players who are of the appropriate age to play in the specified division, or players younger than the appropriate age, may compete. Overage players shall not be eligible for tournament play unless the overage player is a registered member of the younger team and has been sanctioned by the commission involved. No player may play in more than two (2) games per calendar day by playing on different teams.
- 14.06 All tournament game sheets must be forwarded by the Tournament Co-ordinator to the Commissioners for the leagues of all participating teams. Game sheets must be sent to the Commissioner within seven (7) days of the tournament conclusion.

REGULATION 15: SKILLS JAMBOREE

- 15.01 A skills jamboree is an event intended to improve player skill and development. It must be free of charge for all participants. It may include development drills and other activities for the enjoyment of the participants.
- 15.02 A skills jamboree is not the appropriate venue for team vs. team play. Such play shall be considered non-sanctioned.
- 15.03 Associations wishing to host Skills Jamborees must advise their Commission who, in turn, will advise the Minor Directorate so that a record of Skills Jamborees may be held by the Minor Directorate and BCLA.

REGULATION 16: COMMISSIONS

- 16.01 The Minor Directorate shall establish Commissions to govern Minor Lacrosse league and playoff competition.
- 16.02 It is suggested that these Commissions consist of:
- (a) Chair
 - (b) Vice Chair
 - (c) Secretary
 - (d) Treasurer
 - (e) Zone Director
 - (f) Commissioner for each league

REGULATION 17: SUSPENSIONS

- 17.01 All suspensions are to be made by the Commissioner in charge of the league.
- 17.02 A Commissioner may not levy a suspension of more than five games to any one person per game. With the exception of Coaches/Bench personnel, he/she may recommend further suspensions in writing to the governing Commission.
- If a Coach /Bench personnel receives a five game suspension from a league Commissioner, the Commissioner may recommend in writing that a further suspension may be warranted by the BCLCA. The Commissioner may at any time ask the BCLCA to investigate the conduct or ethical behaviour of a coach or bench personnel without handing down any suspension. Results of these actions must be related in writing back to the Commissioner and the governing Commission.
- 17.03 In the event a Commissioner asks for a levy of more than five games, there shall be a hearing within seven (7) days of the initial suspension. With the exception of Coaches/ Bench Personnel, the hearing will be at the call of the Governing Commission Chairperson.

A written report, including referee's report and the game sheet, will be provided to the Commission Chair by the Commissioner making the request, and it shall be required that a Commissioner interview, prior to the hearing, the person accused of the infraction.

If a Coach/Bench staff is involved, a written report, including referee's reports and game sheet must be provided to the BCLA Chairman by the Commission making the request. The Commissioner may be requested to attend the BCLCA Conduct Committee hearing.

A member may receive an initial verbal notification of a fine, suspension or decision directly face to face, or by telephone. This must be followed by a formal written notification presented, faxed,

e-mailed or mailed and post-marked within seventy-two (72) hours to the member after initial verbal notification.

- 17.04 The suspended person and his association President are to be notified in advance of any hearing, and may be present and be allowed to speak on his behalf. At a provincial championship, the team head coach will be notified if the President is not present.
- 17.05 Anyone who strikes a referee or official in any manner will receive a Match Penalty and will be suspended immediately. All officials must report such attack on their persons in full detail immediately following the incident and must provide a written report to the Governing Commission for hearing and determination of action. If there is no Governing Commission in place, the hearing will be called by the Minor Directorate.
In the case where-by the infraction was carried out by a Coach /Bench Personnel the written reports will be forwarded to the BCLCA Chair for immediate action.
- 17.06 See General Operating Policy Regulation 11 for the jurisdiction of suspensions.
- 17.07 (a) A suspended player may only serve the suspension during games played by the team the player is officially registered with.
- (b) A suspended coach may only serve the suspension during games played by the team the coach received the suspension for; however, a coach is suspended from all bench activities until such suspension is served.

REGULATION 18: APPEALS

- 18.01 Any suspension up to and including five games is not subject to appeal.
- 18.02 An appeal must be in writing to the Minor Directorate Chair.
- 18.03 In the event that the suspension is for a longer period than one year, the person suspended may re-appeal at twelve-month intervals, providing the preceding appeals were not successful.
- 18.04 Please refer to Appendix A: BCLA Appeals Process – BCLA General Operating Policy.

REGULATION 19: PROTESTS

- 19.01 An association may protest the outcome of any game on behalf of any one of the association's teams, except at Provincial Championships (see Regulation 12.14).
- 19.02 The protest must be in writing from the association president or his designate and must be presented to the Commission or league Commissioner within five days of the game date being protested or the protest will not be valid.
- 19.03 The protest must be accompanied by a certified cheque or money order in the amount of one hundred dollars payable to the BCLA. This will be returned if the protest is upheld.
- 19.04 The Commission will hold a hearing on the protest. The Hearing Committee shall consist of not less than three people selected by the Commission .
- 19.05 The Hearing Committee will decide the outcome of the protest at the hearing and will declare either the protest is invalid or the protest is upheld; and if there is to be a rematch.
- 19.06 The decision of a Commission Hearing Committee may be appealed. Please refer to **Appendix A: BCLA Appeals Process – BCLA General Operating Policy.**

REGULATION 20: CONDUCT

20.01 GENERAL CONDUCT

Coaches, assistants, managers, trainers and bench personnel should be registered with the team.

Every participant in lacrosse is responsible for proper observance of the B.C. Lacrosse Association Constitution and By-Laws, Operating Policy, Rules and Philosophy. BCLA members should place the betterment or welfare of lacrosse and their players above their personal, team and association interests.

It is the responsibility of BCLA members to promote and foster good conduct of all team personnel and supporters at all lacrosse functions and help ensure respect for all lacrosse officials participants and spectators .

Team and association personnel and supporters should refrain from approaching any official or member of the Minor Directorate at or immediately following a game with reference to situations within that game.

All members and supporters of all teams and associations, when in public and recognized as lacrosse members and supporters, must conduct themselves in such a manner as to always enhance the image of lacrosse.

Associations will be responsible for team personnel, association personnel and supporters (fans) who abuse (verbally or physically) any volunteers in any official capacity or spectator, and could be fined if found guilty after a thorough investigation has been carried out by the Minor Directorate.

20.02 ALCOHOL AND DRUGS

No one involved in a lacrosse game or practice should be under the influence of alcohol or drugs, nor should alcohol be consumed before or during a game or practice.

Alcoholic beverages and drugs are prohibited at game or practice sites and dressing rooms.

20.03 PLAYER TAMPERING

Player tampering shall be recognized when any coach, association or team official or supporter acts in a manner encouraging or enticing a player from another team to: hold out or delay registering; request a release or transfer; join another team, association, Commission. Players not under the direct jurisdiction of a team may not be contacted, influenced, practiced or played in exhibition, tournament, league or playoff games, without appropriate procedures being followed and approval granted.

Prior to talking to a player from another team, including in the same association, with respect to obtaining his services in playing up, permission and approval must be obtained from the player's association, coach, and parents, violation of any of the above may result in suspension of the coach of the offending team.

20.04 MAINTENANCE OF ORDER

All persons, including those paying admission or receiving passes, who attend games under the jurisdiction of the BCLA, shall be deemed to have agreed that they were admitted on the condition that they abide by the rules and philosophy of the BCLA, even to the extent that they may be ordered removed from any or all playing sites (including areas reserved for spectators).

REGULATION 21: SUMMER GAMES

- 21.01 It is the responsibility of the Executive of the BCLA to administer and arrange participation in the B.C. Summer Games.
- 21.02 The Minor Directorate will be responsible to ensure that the B.C. Summer Games rules are followed.
- 21.03 In accordance with the B.C. Summer Games procedures, the President of the BCLA, in consultation with the members of the Minor Directorate, shall name a Provincial Advisor. The President of the BCLA will advise the B.C. Summer Games office of the name of the Provincial Advisor. The Advisor will then become the liaison between the BCLA, Minor Directorate and B.C. Summer Games.
- 21.04 The Chair of the BCLCA shall liaison directly with the Summer Games Provincial Advisor and ensure that all deadlines and requirements as they pertain to technical support outlined in Operating Policy Coaches (Regulation 10 - Summer Games) are carried out.
- 21.05 The Provincial Advisor will choose a Sport Chairperson from within the BCLA membership, and from within the host community, if possible.
- 21.06 (a) The Minor Directorate will advise the Provincial Advisor as to what division and calibre will be participating, ensuring that the choice will allow representation from all zones.
(b) The Zone Director is to ensure that all Presidents within his/her applicable zone are made aware of the technical support program administered through the Regional Coaches, the BCLA Technical Director and the Team BC Committee.
(c) The Zone Directors are responsible to enter the final team roster and coaches per BC Summer Games policy into the BC Summer Games online registration database by the date determined by the Provincial Advisor each year of the Games.
(d) The Zone Directors are responsible to ensure that all monies to register teams with BC Summer Games and any Jersey fees are collected and into the BCLA office at least 7 days before the Summer Games registration deadline.
(e) The Provincial Advisor is responsible to ensure that all Officials (both referees and other official Representatives) are entered into the BC Summer Games Registration Database per the BC Summer Games deadlines.
(f) The Provincial Advisor is responsible to ensure that all Players, Coaches and Officials are registered with the BCLA in the current year of the games and have met any criteria of participation required by the BC Summer Games. This must be verified in the Online Database before the deadline date set by the BC Summer Games.
- 21.07 **Overtime Rules**
(a) During Round Robin play OT will be played to decide all games. Due to time constraints of the bus schedules the Provincial Advisor (or Sport Chair if PA is not on site) will determine how many periods can be played at the end of regulation time. Teams will rest 2 minutes, change ends and play 10 minute periods , Sudden victory of running time until the time stop determined by the PA is reached or two OT period have been played. If still tied then the team that scores the first goal of the game will be declared the winner of the game.
(b) At the end of Round Robin the standard tie breaker rule from Regulation 11 will be used if more than two teams are tied.
(c) Overtime in medal games will follow the Provincial Championship Directive.
- 21.08 The Provincial Advisor and Sport Chairperson will follow the B.C. Summer Games timetable, decide the schedule, and handle all discipline. Discipline will be as per Minor Directorate Disciplinary Rules.
- 22.09 The Minor Directorate will be given a full report on the Games.

REGULATION 22: TIME LINE

NOTE: Dates that are associated with a specific By-Law or Regulation are reprinted in the timeline as a matter of convenience. They will automatically change if the By-Law or Regulation is changed. Dates not associated with a specific By-Law or regulation will require a motion to change them. If there is a conflict in the dates, then the governing By-Law or Regulation will take precedence over the timeline.

- January** Mid month* is the deadline for all tournament hosting applications
- February 1** - Last day for approval of playing rules (MD 4.01)
- March 15** - Payment due for 50% of previous year's registration fees (MD 3.02)
- April 1** - Last day to submit request for Senior age player to play down (MD 7.01)
- April 30** - Last day for Commissions to approve player releases (MD 8.08)
- May 1** - Coaches must be registered on Form 100B and registration fees paid at the BCLA Office (BCLCA 1.02, 11.01)
- May 7** - Last date to send "C" team lists to the League Commissioner (MD 5.04).
- No more criss-cross of players between teams in the same division (MD 4.03)
- Last day to permanently transfer players to another team within the same playing caliber or league (MD 4.09)
- May 11** - Final date of registration of coach for playoffs (BCLCA 2.03, 11.01)
- May 15** - One copy of each player's registration form and all copies of the Team Registration Lists submitted to BCLA Office (MD 3.05)
- No more player registrations to be accepted unless approved by Commissioner (MD 3.06)
- Last date to send list of grandfathered players to the Minor registrar (MD 8.09)
- May 31** - Last date for house league areas to send additional Team Lists for combined teams marked "Tournament/Provincial Team" to BCLA Office (MD 3.04).
- June 1** - No Team Movement (MD 5.03)
- June** - Mid month* is the deadline for Provincial declaration forms to be received at the BCLA office, not to be confused with the May 31 team list requirement. The declaration form is separate and additional.
- June** - Mid month* is the deadline for Zone Directors to receive nominations of Zone Lacrosse Players
- June 20** - Last day for a Commissioner to approve registration of new players (MD 3.06)
- June 30** - Final payment of current year's registration fees is due (MD 3.08)
- Sept - First weekend** -- Latest Provincial Championship date (MD 12.07).
- Please Note:** 45 days prior to the October AGM is the last day for submission of proposed amendments to the Constitution and By-Laws and Operating Policies.

*** Exact dates to be set by the Minor Directorate Executive (January, June and July).**

REGULATION 23: AMENDMENTS

- 23.01 The Operating Regulations of the Minor Directorate shall not be altered except at a Special Session of the Minor Directorate, to be held during the BCLA Annual General Meeting, and shall be made only by a majority vote of the members voting thereon.
- 23.02 Notice of the proposed amendment shall be given in writing to the BCLA Office at least forty-five days before the day of the Annual Meeting and the proposed amendments shall be circulated to the members at least thirty days prior to the Annual Meeting.