



KVIH Adult Leagues

Scorekeeper's Guide

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Game Format

Regular Season Games

- ✓ (3) 15-minute Periods, run clock
- ✓ All minor penalties are 3 minutes
- ✓ Stop clock occurs only in the last 1 minute of the 3rd if the score is within 2 goals
 - The referees are to notify the scorekeeper when to stop the clock if there are any situations that arise that may call for it (Such as player injuries)

Playoffs/Championship Games

- ✓ Game format remains the same as regular season games with the addition of overtime and timeout rules. These rules are as follows:
 - Each team is allowed 1 timeout in the game
 - If the games are tied after regulation, Overtime is as follows:
 - 1st – A 5 Minute, Sudden death overtime period. Played 5 on 5 with stop clock
 - 2nd – A 3-man rotating Shootout
 - 3rd – Sudden death Shootout
- ✓ If the game is a playoff/championship game, it will always be noted at the bottom of the scoresheet
- ✓ These scoresheets you will have to pick up before each game as players sign-in at the front office
 - If the game is in Hartland, players are instructed to sign-in with the scorekeeper

Scoresheets

The scoresheets we hand out may look overwhelming but the information that we actually need is much simpler. An example scoresheet has been included in this packet. That said the main parts that we need filled out are:

1. Penalties
2. Game Score
3. Player jersey numbers
4. Signed by both refs and the scorekeeper

Penalties

When recording penalties there are three things that we ask are completed:

- ✓ The name of the penalty
- ✓ If it was Home or Visitor
- ✓ Player Jersey #
 - PLEASE make sure that the player can be tied to the penalty. Meaning if #6 on the home team gets a tripping penalty then we need you to make sure that there is a #6 listed on Home's roster.
 - There is not an exact spot to write this. We suggest listing it in the G/NG column, but this is up to the scorekeeper as long as it is legible and corresponds with the penalty and player

Do not worry about writing the start/end time of the penalty (that is not logged by us but feel free to utilize for your own benefit), nor do you need to write the penalty minutes unless it is a 10-minute.

Scoresheets

Jersey Numbers

Please make sure you are helping obtain missing jersey numbers. The missing numbers will be highlighted after the first week. Players are instructed to come to you during warm-ups but this does not always happen. Sometimes you can get one players attention and ask for their help to send the guys over to you who's number you do not have. Now and then, they may be able to give you their numbers themselves. It is important that we have these jersey numbers.

Adding Players on Scoresheet

Although teams can use subs it is important to note that you as the scorekeeper **CANNOT just add anyone onto the scoresheets**. There are two types of subs allowed to play. One is a sub that is registered on the roster by the team. They should only need to provide you their jersey number. The second is a sub from another team from our leagues. These players must give you their names and jersey numbers. It is also helpful if they tell you their original team but not crucial. Regardless of what type of sub they are, you cannot add them onto the sheet unless you **CONFIRM that they have a VALID HELMET STICKER on their helmet as well as get their FIRST AND LAST NAME and JERSEY NUMBER**. If they do not have a helmet sticker then it does not mater if they are a sub on the roster or not. **They are NOT allowed to play without a helmet sticker**. The refs are supposed to be checking for stickers as well. If the player is registered and does not have a sticker then they just need to go to the front office and obtain one. This is a very quick process if they are already registered. The stickers are very important. The first week it is likely that Amy or Terri will be writing players onto the rosters but the first week they are the only ones who should be writing a player's name on the roster. Weeks following, if one of them are to write a player on before a game then they will initial (TH or AF) next to the players name. Overall the big thing is they must have a valid helmet sticker and we need their first and last name as well as their jersey number.

Scoresheet Reminders

Regarding the Scoresheet example on the following page:

- All areas highlighted are required to be filled out
 - Only exception is that the jersey # does not HAVE to go in the highlighted column but the player's # MUST be recorded, legible, and written on the same line as the penalty received.
- The start and end time of the penalty is optional and is more of a tool for you in situations like match penalties
- If a player receives a double penalty (High Stick, Rough, etc.) DO NOT just write the penalty and then put 6 minutes in the penalty minutes. Please do one of the following:
 - Write 2 lines. For example write the player twice for Rough
 - Write only 1 line but make sure to write down Double (DBL) before the penalty name
- Missing jersey numbers will be highlighted. Please help try and get those.
- Make sure to write the final game score. Tracking the goals scored in each period at the top is up to you as long as the final score is correct.
- Disregard the shots and shots on goals sections
- Coaches are not required to sign the scoresheet as most teams do not have one
- Both Refs and the scorekeeper need to sign the scoresheet. Refs MUST sign at the end of the game. If they happen to sign the sheet before the game then make sure that at least one of them double checks the sheet before you turn it in.
- There will be stickers with information for you placed on the sheets
- Any schedule notes will be typed at the bottom. Notes that are important to you will be highlighted.
- If a scoresheet has a player suspension listed, make sure to inform the Refs

Scoresheet

Example

Kensington Valley Ice House

Date: 2/10/2019

Time: 7:00 PM

Facility: KVIH East

League: WOMEN'S SUNDAY LEAGUE FALL 18/19

Scoring Summary

Period	1	2	3	OT	TOT	Period	1	2	3	OT	TOT
Home	1	0	1	-	2	Home					
Visitor	0	1	0	-	1	Visitor					

Shot Summary

Game #

S	1	2	3	4	5	6	7	8	9	10	Game Time:	Period Time:	Game Summary:	1	2	3	4	5	6	7	8	9	10	S
O	11	12	13	14	15	16	17	18	19	20		1st:	H V	11	12	13	14	15	16	17	18	19	20	O
G	21	22	23	24	25	26	27	28	29	30	Start:	2nd:	Goals	21	22	23	24	25	26	27	28	29	30	G
	31	32	33	34	35	36	37	38	39	40		3rd:	Assists	31	32	33	34	35	36	37	38	39	40	
	41	42	43	44	45	46	47	48	49	50	End:	OT:	PIM	41	42	43	44	45	46	47	48	49	50	
	51	52	53	54	55	56	57	58	59	60				51	52	53	54	55	56	57	58	59	60	

Home: Kodlaks				Notes:				Visitor: Michigan Docks			
P	#	Player	Status					P	#	Player	Status
		Bettens, Carla							21	Bayne, Susan	
	1	Colton, Stephanie								Charenko, Melissa	
	23	Dickinson, Kristin							99	Declercq, Madeleine	
	2	Engelhart Kawaelde, *							40	Finkbeiner, Amy	
	4	Gary, Rebecca							25	FINKBEINER X, CHELSE*	
	10	Gates, Rebecca							16	Forbes, Bethany	
	47	Haertel, Lauren							7	Herrick, Carol	
	11	Lachance, Teresa							28	Hupp, Terri	
	1	Landis, Stacey							31	Klebe, Kim	
	33	Lane, Sara							44	Korch, Stephanie	
	85	Murphy, Lauren							13	Kotsonas, Michelle	
	1	Pernak, Sarah							G	Lukasik, Joanne	
	22G	Rienstra, Kim							11	Mcnamara, Alexis	
	12	Schoenberger, Kelsey*							8	Olson, Erin	
	5	Schrock, Crissy							4	Ostrowski, Stacey	
	3	Sharp, Heather							18	Passino, Emily	
	85	Vernasco, Mariann							12	Sassak, Diane	
	7	West, Amy							10	Soborowski, Sue	
	0	West, Kelly							19	Wyllie, Cathy	
	22	Widger, Virginia									

Home				Scoring				Visitor				Penalties			
Per	PP/SH	Time	Goal	Assist	Assist	Per	PP/SH	Time	Goal	Assist	Assist	Per	H/V	Min	Offense
1	1		33	10	4	2			8	28	25	1	H		TRIP
2	3		7	23	0	0						3	V		TRIP
3												3	H		BCK
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															

Signatures:

Home Coach/Manager: _____

Visitor Coach/Manager: _____

Official 1: X _____

Official 2: X _____

Score Keeper: X _____