



**To: Coaches and Team Managers
2019 SUBWAY - BCLA Female Provincial Box Lacrosse Championships**

**From: Christie MacDonald, BCLA Female Provincial Host Convener, Nanaimo and
District Lacrosse Association**

The Nanaimo & District Lacrosse Association is proud to be hosting the 2019 BCLA Female Provincial Box Lacrosse Championships. In anticipation of your team earning their position to participate in this year's Provincials, the following is some information you will require.

If you have any questions or concerns, please do not hesitate to contact:

Host Convener: Christie MacDonald
Cell: 250-619-6780 **E-Mail:** balychar@shaw.ca

BCLA Minor Box Provincial Director: Pam Mason
Cell: 604-551-3577 **E-Mail:** pmasonlacrosse@gmail.com

You can also look for information the BCLA website - www.bclacrosse.com under **Box> Lacrosse> Minor Box> Provincials**. Direct link is <http://www.bclacrosse.com/provincials.php>

Attached please find the following (also available on the BCLA website):

- Team Verification Form (please bring **COMPLETED** form to the coaches meeting)
- Warrior Fair Play Award (please bring **COMPLETED** form to the coaches meeting)
- Provincial Directive
- Template game Schedule

Venues: We have two venues for this year's event. The main Venue is listed first:

Frank Crane Arena - 2300 Bowen Rd, Nanaimo, BC

Oceanside Arena - Howie Meeker Arena and Victor Kraatz Arena, 830 Island Hwy W, Parksville, BC

Please note: Pets are not allowed inside and the use of air (or electric) horns are prohibited inside these facilities.

Accommodations: If you do not have your accommodation plans in place, please see the BCLA website under the provincials tab for Vancouver Island University Accommodations. Alternatively I have sent out a list of accommodations to mainland association contacts. If you require a copy of this list please email me at balychar@shaw.ca. The drive from Nanaimo to Parksville is approximately 20-25 minutes.

Rosters: We request that you send your roster with jersey numbers in an electronic format to balychar@shaw.ca to assist with the completion of game sheets.

Time/Score Keepers: For each of your round robin games, the team slotted as the **Home Team** will be responsible for providing a timekeeper and teams slotted as **Away Team** will be responsible for providing a score keeper. The Team Officials (Manager/Coaches) are asked to have the names of their applicable volunteer ready at each game check in.

Game Schedule: The tournament schedule is attached. As teams qualify the updated schedule with actual team names will be posted on the BCLA website. Visit www.bclacrosse.com under **Box Lacrosse> Minor Box> Provincials**.

Dressing Rooms: Rooms will be assigned and posted by the tournament organizers. Car key of the manager or coach verifying the games sheet must be left with the check in volunteers to obtain the key/lock for the assigned dressing room. Dressing rooms should be vacated within 30 minutes of the end of each game to allow time for the following team to prepare for their game. Please check in no earlier than 45 minutes prior to your game time. Any damage occurring to rooms will be charge back to that team's association. It is the responsibility of each team to monitor their players while in the dressing room during the provincials. Rooms are to be left clean prior to leaving.

Coaches/Managers Meeting – MANDATORY:

Pee wee, Bantam & Midget Teams

**Wednesday July 10, 2019 6:00 PM - Beban Park Social Centre Room #7
2300 Bowen Road, Nanaimo**

Junior Teams

**Friday July 12, 2019 6:00 PM –Oceanside Meeting Room
830 Island Hwy W, Parksville, BC**

The coaches and managers meeting is **mandatory** for all coaches participating in the provincials. As you check in, each team will be asked for a local or cell phone number where you can be reached if necessary. Please have this number ready upon your arrival.

PLEASE BRING WITH YOU to the Coaches Meeting:

- Completed **Team Verification Form** and game sheets as proof for call ups
- Completed **Warrior Fair Play Award - Player Form**

The **Team Verification Form** is attached and is also available in an interactive PDF format in the BCLA website under **Box Lacrosse> Forms> Minor Box Lacrosse> Provincial info**. Please follow the instructions on the link and bring the completed form to the coaches meeting. Call-ups must be included on this form and you must provide proof that the player has played the required four (4) qualifying games by providing official score sheets. This form will also need to have your captain (1) and assistants (2) listed.

The **Warrior Fair Play Award - Player Form** is attached. Please bring the completed form to the coaches meeting.

Important Information for Coaches:

- Please familiarize yourself with the 2019 Minor Provincial Directive (attached).
- Please remember that it is the coach's responsibility to bring score sheets for any players you are playing up.
- If bringing an alternate goaltender, coaches must obtain written permission from BCLA Minor Box Provincial Director and receive clarification of the alternate goaltender's playing eligibility. This must be done prior to the provincial championship.

- The coaching staff has been verified as per your Provincial Declaration Form. If you are making changes from that for the provincials, please inform Dave Showers, BCLA Technical Director at dave@bclacrosse.com or (604)421-9755 extension 1, seven (7) days prior to the event so that he can verify from the Coaching Certification Database.
- It is recommended that you hold your own team meeting after the coaches meeting and prior to your first game to advise your team and team parents of the necessary and important information they will need to know.

Welcoming Ceremony- Participation is mandatory (excluding Junior Female teams). A \$3,000 fine will be imposed by the minor directorate for any non-participating teams.

Thursday July 11, 2019 at 8:00 PM at Frank Crane Arena

Teams are required to meet at **7:30 PM** at Frank Crane Arena. Further information the ceremony will be provided at the coaches meeting.

- There will be a parade at the welcoming ceremonies. The theme this year is **music genres**, show us your best metal rock band, or orchestra or rap group or whatever genre you like.
- A BCLA representative will check teams' attire prior to walking on the floor. Any clothing/costumes deemed inappropriate will need to be replaced prior to participation.

Medal Presentations:

Medals will be presented after each of the final games on Sunday July 14, 2019. There will be no closing ceremonies.

Reminders:

- Coaches have the responsibility to ensure the safety of their players.
- Please remember to bring water bottles to be used during your games. Arenas can get very warm on the floor for players during the month of July. **Remember that due to safety, water bottles must not be shared.**
- Teams are to supply a timekeeper (home) or Scorekeeper (visitor) for each of the round robin games played.
- You are responsible for the behaviour of you fans. Should there be a problem in the stands, games will be halted until the offender(s) leave the arena. Please refer to the BCLA Operating policy www.bclacrosse.com for the BCLA code of conduct, Harassment Policy, Gender Equity Policy and the Fair Play Code for Coaches, Parents and Athletes as well as the BCLA Social Media Policy.
- A template schedule is attached. An updated schedule with the actual names of the teams will be posted on the BCLA website when the play downs are finished.
- Air horns are not permitted in any arenas. Other noise makers are welcome if they do not interfere with the shot clock, time clock or the official's whistles. Noise makers interfering with the play will be confiscated.

Good luck to all teams and we look forward to seeing you at the 2019 BCLA Female Box Lacrosse Provincial Championship Tournament!